LOYOLA ACADEMY

Details of the Outgoing students placed in 2021-22

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
1	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012003	A.Kalyani Reddy	Infasta solutions, Hyderabad	1.20
2	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012023	G. KavyaSree	Croplinks Agritech India Pvt Ltd	1.56
3	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012025	Deepthi Jonnalagadda	Sowbhagya Biotech Pvt. Ltd.	1.80
4	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012039	Aaron Francis	Regalix, Bengaluru	3.00
5	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012040	B.Venkatesh	Aries Agro Pvt. Ltd.	2.04
6	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012059	N.Nikhila	Farmgreen Agritech India Pvt. Ltd.	2.17
7	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012065	P.Jacintha	Farmgreen Agritech India Pvt. Ltd.	2.54
8	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012067	P.Nikhila	Gisfy Software Ltd., Uppal, Hyderabad	1.80
9	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012071	Shruthi Kanaparti	ICRISAT, Patancheru, Hyderabad	1.20
10	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012076	T.Anitha Leena	SITEL India Pvt.Ltd	0.94
11	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012080	V.Divya Goud	Blue leaves farms, Hyderabad	0.60
12	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012091	M.Ranjit	CSIR-NEERI	2.40
13	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012093	M.Srikant Goud	Agro seed company Pvt. Ltd. Hyd	1.50
14	B.Sc. (Hons)	Agri. Sci. & Rural Develop.	111718012098	Nagasena Reddy	Suvision holdings Pvt.Ltd.	2.40
15	B.Sc.	Chemical Technology	111719011017	D.Sandeep Kumar	ICICI Bank	2.50
16	B.Sc.	Chemical Technology	111719011033	Thithrya Jeevan	Clarion Aqua Solutions	2.00
17	B.Sc.	Chemical Technology	111719011045	Narla Srikanth	MRF	2.80
18	B.Sc.	Chemical Technology	111719011019	Keshaveni Harish	MRF	2.80
19	B.Sc.	Chemical Technology	111719011024	P. Ramakrishna	MRF	2.80
20	B.Sc.	Chemical Technology	111719011018	Karpurapu Gowtham	MRF	2.80
21	B.Sc.	Chemical Technology	111719011002	Pooja Bommareddy	ICICI Bank	2.99
22	B.Sc.	Chemical Technology	111719011005	G Srilaxmi	ICICI Bank	2.99
23	B.Sc.	Chemical Technology	111719011029	Madhavan Tanuja	Cognizant	3.00
24	B.Sc.	Chemical Technology	111719011022	Mohd Abdul Afroz	Renewable Energy Systems Limited	2.40
25	B.Sc.	Chemical Technology	111719011015	Chakali Eshwar	Akshara facility services	2.14
26	B.Sc.	Computer Science & Engineering	111719013022	Shaik Amisha Farhana	JP Morgan	6.75
27	B.Sc.	Computer Science & Engineering	111719013011	Thanuja Chowdary Kandimalla	Franklin Templeton	4.30
28	B.Sc.	Computer Science & Engineering	111719013038	G. Sohan Bharadwaj	Deloitte	3.25
29	B.Sc.	Computer Science & Engineering	111719013057	Sumeet Kumar Pandey	Deloitte	3.80
30	B.Sc.	Computer Science & Engineering	111719013005	D P Tejasvi	Deloitte	3.80
31	B.Sc.	Computer Science & Engineering	111719013007	Edamboina Raju Supriya	Deloitte	3.80
32	B.Sc.	Computer Science & Engineering	111719013023	T Vaishnavi	Deloitte	3.80

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
33	B.Sc.	Computer Science & Engineering	111719013060	VenraVigneshreddy	Energytech	3.25
34	B.Sc.	Computer Science & Engineering	111719013064	Minervajha	Media mint	3.19
35	B.Sc.	Computer Science & Engineering	111719013014	M Agnes Catherine	Wipro	1.00
36	B.Sc.	Computer Science & Engineering	111719013006	D.S.Kavya	Wipro	2.50
37	B.Sc.	Computer Science & Engineering	111719013045	M.Sampath	Wipro	2.50
38	B.Sc.	Computer Science & Engineering	111719013012	Kolichelimi Mounica	Deloitte	3.80
39	B.Sc.	Computer Science & Engineering	111719013017	Leenasai Pollreddy	Deloitte	3.80
40	B.Sc.	Computer Science & Engineering	111719013013	Kadari Srinivas Hema	Deloitte	3.80
41	B.Sc.	Computer Science & Engineering	111719013047	Kevin Lorence Maniyarakkan	Deloitte	3.80
42	B.Sc.	Computer Science & Engineering	111719013033	B Aravind Swamy	Deloitte	3.80
43	B.Sc.	Computer Science & Engineering	111719013016	P.Pavani	Techouts	1.44
44	B.Sc.	Computer Science & Engineering	111719013019	Rishitha N	Thomson Reuters	3.00
45	B.Sc.	Computer Science & Engineering	111719013026	V.Yashaswini	Media mint	3.19
46	B.Sc.	Computer Science & Engineering	111719013053	Neknath Uday Kumar	Cloud4c	3.30
47	B.Sc.	Computer Science & Engineering	111719013049	M.Lokesh	Cloud4c	3.30
48	B.Sc.	Computer Science & Engineering	111719013001	A Sai Pranitha	Cloud4c	3.30
49	B.Sc.	Computer Science & Engineering	111719013035	Divyansh Namdeo	Copart	2.16
50	B.Sc.	Computer Science & Engineering	111719013018	Pampari Manisha	Turing Minds	6.00
51	B.Sc.	Computer Science & Engineering	111719013015	P.Vennela	Energy Tech Global	3.25
52	B.Sc.	Computer Science & Engineering	111719013020	Ragam Shirisha	Cap Gemini	2.75
53	B.Sc.	Computer Science & Engineering	111719013004	Ch.Rishitha	Cloud4c	3.30
54	B.Sc.	Computer Science & Engineering	111719013025	V.Sandhya	Accenture	3.40
55	B.Sc.	Computer Science & Engineering	111719013058	Thumma Joseph Reddy	Cognizant	1.80
56	B.Sc.	Computer Science & Engineering	111719013024	T. Vaishnavi Reddy	Randstand	1.80
57	B.Sc.	Electronics & Communication Technology	111719015015	Tanya Joshi	Deloitte	3.80
58	B.Sc.	Electronics & Communication Technology	111719015023	Davolu Sri Sai Teja	Deloitte	3.25
59	B.Sc.	Electronics & Communication Technology	111719015037	Narayan Pratap	Deloitte	3.80
60	B.Sc.	Electronics & Communication Technology	111719015044	Samudrala Santhosh	Thomson Reuters	3.20
61	B.Sc.	Electronics & Communication Technology	111719015041	P V. Chaitanya	Media mint	3.19
62	B.Sc.	Electronics & Communication Technology	111719015046	Shane Thomas Varghese	Regalix	3.50
63	B.Sc.	Electronics & Communication Technology	111719015042	Rahul Krishna	Regalix	3.50
64	B.Sc.	Electronics & Communication Technology	111719015021	Augustine Savio	Regalix	3.50
65	B.Sc.	Electronics & Communication Technology	111719015020	John Emmanuel	IKS	3.00
66	B.Sc.	Electronics & Communication Technology	111719015010	Peruri Akhila	Cloud4c	3.30

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67	B.Sc.	Electronics & Communication Technology	111719015005	Karni Ankitha	Cloud4c	3.30
68	B.Sc.	Electronics & Communication Technology	111719015047	S Sujith	Copart	1.80
69	B.Sc.	Electronics & Communication Technology	111719015008	K. Nischala	IKS Health	2.50
70	B.Sc.	Electronics & Communication Technology	111719015029	K. Mahesh	IKS Health	2.50
71	B.Sc.	Electronics & Communication Technology	111719015031	L.Ajay Kumar	IKS Health	2.50
72	B.Sc.	Electronics & Communication Technology	111719015002	D.Rachana	Concentrix	3.20
73	B.Sc.	Electronics & Communication Technology	111719015007	Ruchitha	Sutherland	2.25
74	B.Sc.	Electronics & Communication Technology	111719015016	Vyshnavi Samudrala	Accenture	3.30
75	B.Sc.	Electronics & Communication Technology	111719015019	Kavitapu Amosh	Accenture	3.40
76	B.Sc.	Electronics & Communication Technology	111719015051	T. Narsimha rao	IKS Health	2.50
77	B.Sc.	Computer Systems & Engineering	111719016019	Yamali Pravalika	Deloitte	3.25
78	B.Sc.	Computer Systems & Engineering	111719016007	Karumuri Tanmaya	Deloitte	3.25
79	B.Sc.	Computer Systems & Engineering	111719016015	Dharani Deepika Podili	Media mint	3.19
80	B.Sc.	Computer Systems & Engineering	111719016027	G. Chary	Capgemini	2.75
81	B.Sc.	Computer Systems & Engineering	111719016017	R.Bhavani	Energy Tech Global	3.25
82	B.Sc.	Computer Systems & Engineering	111719016016	Raisa	Energy Tech Global	3.25
83	B.Sc.	Computer Systems & Engineering	111719016042	P.Lakshmi Kanth	Grey Campus	3.00
84	B.Sc.	Computer Systems & Engineering	111719016001	Chepyala Yamini	Cloud4c	3.30
85	B.Sc.	Computer Systems & Engineering	111719016012	Kavya Nalluri	Cloud4c	3.30
86	B.Sc.	Computer Systems & Engineering	111719016018	Seelam Madhuri	Energy Tech Global	3.20
87	B.Sc.	Computer Systems & Engineering	111719016047	Sirpuram Akshay	Energy Tech Global	3.25
88	B.Sc.	Computer Systems & Engineering	111719016005	J. Chandanbala	Thomson Reuters	3.20
89	B.Sc.	Computer Systems & Engineering	111719016009	Khushi Desai	Tangulwar	1.68
90	B.Sc.	Computer Systems & Engineering	111719016037	N. Bhanuprasad	Grey Campus	1.80
91	B.Sc.	Computer Systems & Engineering	111719016011	M.Alekhya	Cloud4c	3.30
92	B.Sc.	Computer Systems & Engineering	111719016041	P. Shivakumatr Reddy	Thomson Reuters	3.20
93	B.Sc.	Computer Systems & Engineering	111719016036	N. Ravikiran	Wipro-LIP	1.85
94	B.Sc.	Computer Systems & Engineering	111719016013	N. Supriya	Mouri Tech Pvt Ltd	2.50
95	B.Sc.	Biotechnology, Chemistry and Genetics	111719018009	Ashely John	Tutoroot	3.00
96	B.Sc.	Biotechnology, Chemistry and Genetics	111719018046	M Rohan Kumar	Tutoroot	3.00
97	B.Sc.	Biotechnology, Chemistry and Genetics	111719018001	Aishwaarya Jena	Cliencia Life Sciences	1.20
98	B.Sc.	Biotechnology, Chemistry and Genetics	111719018007	A. Kiranmayi	Omega Health Care	2.60
99	B.Sc.	Biotechnology, Chemistry and Genetics	111719018025	M. Merlyn Jessica	sanray laboratories Pvt Ltd.	1.20
100	B.Sc.	Biotechnology, Chemistry and Genetics	111719018030	R.Sanjana	Cognizant,Hyderabad	2.49
101	B.Sc.	Biotechnology, Chemistry and Genetics	111719018032	Shereen	Rational services(India),Hyderabad	3.96

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
102	B.Sc.	Maths, Statistics & Computer Science	111719024007	Challa Sravani Reddy	Verisk	4.70
103	B.Sc.	Maths, Statistics & Computer Science	111719024009	Gunda Varsha	Deloitte	3.80
104	B.Sc.	Maths, Statistics & Computer Science	111719024005	Bondiga Pavithra Naga Sai	Deloitte	3.80
105	B.Sc.	Maths, Statistics & Computer Science	111719024011	Katta Keerthana	Deloitte	3.80
106	B.Sc.	Maths, Statistics & Computer Science	111719024017	Maya Pooja Vaishnavee	Verisk	4.76
107	B.Sc.	Maths, Statistics & Computer Science	111719024022	Paka Chandana	BYJU'S	6.00
108	B.Sc.	Maths, Statistics & Computer Science	111717024021	Priyanka Peddurinetha	Media mint	3.19
109	B.Sc.	Maths, Statistics & Computer Science	111719024006	BurmaShivani	Media mint	3.19
110	B.Sc.	Maths, Statistics & Computer Science	111719024025	Priyanka Balabantaray	Media mint	3.19
111	B.Sc.	Maths, Statistics & Computer Science	111719024029	Simranpandey	Media mint	3.19
112	B.Sc.	Maths, Statistics & Computer Science	111719024003	A R Lakshmi	TCS	1.90
113	B.Sc.	Maths, Statistics & Computer Science	111719024040	Kaushal Sambrani	TCS	1.90
114	B.Sc.	Maths, Statistics & Computer Science	111719024008	G V N L Vyshnavi	TCS	1.90
115	B.Sc.	Maths, Statistics & Computer Science	111719024028	Sakina Banu	Cap Gemini	2.70
116	B.Sc.	Maths, Statistics & Computer Science	111719024045	Sakilam Sai Shiva	TCS	1.90
117	B.Sc.	Maths, Statistics & Computer Science	111719024044	Repalli Venkat Sai Koushik	TCS	1.90
118	B.Sc.	Maths, Statistics & Computer Science	111719024001	Akula Bhavana	TCS	1.90
119	B.Sc.	Maths, Statistics & Computer Science	111719024048	V. Abhishek	Wipro	2.50
120	B.Sc.	Maths, Statistics & Computer Science	111719024036	Arli Pramith	Wipro	2.50
121	B.Sc.	Maths, Statistics & Computer Science	111719024049	Sai Krishna Raju Vaddaraju	Deloitte	3.25
122	B.Sc.	Maths, Statistics & Computer Science	111719024033	T. Deekshitha	Cap Gemini	2.75
123	B.Sc.	Maths, Statistics & Computer Science	111719024035	Abhijith George	TCS	1.90
124	B.Sc.	Maths, Statistics & Computer Science	111719024013	Mandapati Sai Sindu	Cloud4c	3.30
125	B.Sc.	Maths, Statistics & Computer Science	111719024026	Reshma Patel	Mediamint	
126	B.Sc.	Maths, Statistics & Computer Science	111719024016	Harshita M	Infosys	2.20
127	B.Sc.	Maths, Statistics & Computer Science	111719024010	Jampani Sravani Choudhary	Infosys	2.20
128	B.Sc.	Maths, Statistics & Computer Science	111719024037	Edmund Morris	Wipro WILP	
129	B.Sc.	Maths, Statistics & Computer Science	111719024004	B Shruthi	Accenture	2.55
130	B.Sc.	Maths, Statistics & Computer Science	111719024020	Nettem Charishma	Capgemini	2.75
131	B.Sc.	Maths, Statistics & Computer Science	111719024031	Sofiya Jabeen	Accenture	
132	B.Sc.	Maths, Statistics & Computer Science	111719024042	K Satish	Legato	2.75
133	B.Sc.	Maths, Statistics & Computer Science	111719024047	Thiruveedula Leela Krishna	TCS	
134	B.Sc.	Food Technology & Management	111718021050	M. Harshitha Goud	Wipro	1.60
135	B.Sc.	Food Technology & Management	111719021016	Karuturi Anuhya	Spectra Flavors and emulsions	1.44
136	B.Sc.	Food Technology & Management	111719021017	Kata Preethi Pavithra	HGS	2.40

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137	B.Sc.	Food Technology & Management	111719021018	Kodityala Shravani	Spectra Flavors and emulsions	
138	B.Sc.	Food Technology & Management	111719021050	Sabbani Manohar	Sagility	1.60
139	B.Sc.	Food Technology & Management	111719021009	Danagari Vardhini	Hinduja global solutions	2.10
140	B.Sc.	Multimedia & Animation	111719027018	Delwin Manuel Correya	Anagram	4.20
141	B.Sc.	Multimedia & Animation	111719027005	Saddi Nandine	Huemn Interactive Pvt Ltd	3.60
142	B.Sc.	Multimedia & Animation	111719027008	Susanna Gracia Paul	Upwork	
143	B.Sc.	Multimedia & Animation	111719027010	Vaishali parmar	Myntra	
144	B.Sc.	Multimedia & Animation	111719027038	Ved Sinha	Penup Marketing	
145	B.Sc.	Multimedia & Animation	111719027017	B. Jonathan David	Anagram Media	4.20
146	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031018	N Bhavana	Deloitte	3.80
147	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031056	Sadu Ramesh Saibaba	Deloitte	3.80
148	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031028	Samanvitha Vinjamuri	Deloitte	3.80
149	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031022	Suma Preethi Prabash	Deloitte	3.80
150	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031025	Swarna Chandana	Deloitte	3.80
151	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031002	A.Niharika	Deloitte	3.80
152	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031024	Sama Nidhi Reddy	TCS	1.90
153	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031049	P.Rajeev	TCS	1.90
154	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031001	Alladi Saina Rao	Wipro	2.50
155	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031042	Kaatam Amithesh Reddy	TCS	
156	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031011	Kodali Tejaswi	TCS	1.90
157	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031019	P.Akshaya	Cloud4c	3.30
158	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031005	Budda Raju Renuka	Cloud4c	3.30
159	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031016	Marneni Niharika	Cloud4c	3.30
160	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031059	Y. Bala Rohith Reddy	Cloud4c	3.30
161	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031009	Inturi Susmitha	Cloud4c	3.30
162	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031043	Kamal Kumar Rao	Cloud4c	3.30
163	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031006	Ch Kusuma Satya Sreeja	Cloud4c	3.30
164	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031035	Jaswanth Kumar Ch.John	Nexturn	3.50
165	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031017	Prasthuthi M	Nexturn	3.50
166	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031047	Nikhil Nallabolu	Nexturn	3.50
167	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031015	Srija Mallavarapu	Nexturn	3.50
168	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031013	Madineni Karthika	Wipro	2.50
169	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031036	Chaitanya Varma	Softsol	3.00
170	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031008	Emani Manasmitha	Cap Gemini	2.75
171	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031027	Tummeta Keerthana	MouriTech	2.50

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172	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031007	Dasari Mothi Agnes	WSNE Consulting	1.90
173	B.Sc.	Computer Data Science & Data Analytics Engg.	111719031062	P Yagnasri	TCS	1.90
174	B.Sc.	Food Science, Nutrition & Dietetics	111719034016	Maduri Sai Vaishanavi	Cognizant	3.20
175	B.Sc.	Food Science, Nutrition & Dietetics	111719034020	Nallanagulla Gayathri	Srikara hospital	
176	B.Sc.	Food Science, Nutrition & Dietetics	111719034019	M. Manasa	Decathlon	1.00
177	B.Sc.	Food Science, Nutrition & Dietetics	111719034041	D. Nikhil	Berkmeer India PVt Ltd	
178	B.Sc.	Food Science, Nutrition & Dietetics	111719034032	Shaik Shareen	Decathlon	1.00
179	B.Sc.	Food Science, Nutrition & Dietetics	111719034049	T.Aishwarya	Cognizant	2.49
180	B.Com.	Honours	111719014004	B Vasanta Bai	JP Morgan	6.75
181	B.Com.	Honours	111719014008	Lakshmi Priyanka Peketi	Deloitte	3.80
182	B.Com.	Honours	111719014015	P Essica Theodonna	Deloitte	3.80
183	B.Com.	Honours	111719014016	P Shravani	Deloitte	3.80
184	B.Com.	Honours	111719014046	Manthena Shanmukh Varma	Deloitte	3.80
185	B.Com.	Honours	111719014039	Ayush Shah	Deloitte	3.80
186	B.Com.	Honours	111719014018	P V Nanditha	JP Morgan	6.75
187	B.Com.	Honours	111719014026	Simran Kumari	JP Morgan	6.75
188	B.Com.	Honours	111719014033	Varshaa Kannan	JP Morgan	6.75
189	B.Com.	Honours	111719014003	Belede Vani	JP Morgan	6.75
190	B.Com.	Honours	111719014005	Gurrala Swetha Yadav	OPTUM	4.50
191	B.Com.	Honours	111719014025	Sharon Christina Albert	Qualcomm	3.99
192	B.Com.	Honours	111719014017	Elizabeth Mathews	Qualcomm	4.50
193	B.Com.	Honours	111719014037	Ashish Benedict	OPTUM	4.50
194	B.Com.	Honours	111719014053	Somain Goel	OPTUM	4.50
195	B.Com.	Honours	111719014049	Murtaza Iqbal V	Media mint	3.19
196	B.Com.	Honours	111719014036	Akana Abhilash Jedidiah	OPTUM	4.50
197	B.Com.	Honours	111719014051	Risab Jain	Qualcomm	4.50
198	B.Com.	Honours	111719014029	Tanya Shah	Qualcomm	4.50
199	B.Com.	Honours	111719014012	Neha Kumari	EY Global Delivery Services India LLP	3.50
200	B.Com.	Honours	111719014022	Rupal Shah	Grey Campus	3.00
201	B.Com.	Honours	111719014044	Kasam Sudharshan Reddy	Code Young	3.52
202	B.Com.	Honours	111719014038	Ayush Mishra	We Make Scholars Edtech Pvt Ltd.	3.90
203	B.Com.	Honours	111719014021	Reddy Girishma	IVY Y	
204	B.Com.	Honours	111719014048	M.Venkatesh	SIB	5.00
205	B.Com.	Honours	111719014020	Ravalkol Manga	Factset	3.22
206	B.Com.	Honours	111719014010	Manisha Raulo	Qualcomm	4.69

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207	B.Com.	Honours	111719014047	Avinash Manyam	Qualcomm	4.69
208	B.Com.	Honours	111719014009	Manisha Putta	Canopus	2.40
209	B.Com.	Honours	111719014050	Anirudh Ragothama	Factset	3.74
210	B.Com.	Honours	111719014019	Rajitha K.S	Digital Minds Solutions	3.30
211	B.Com.	Honours	111719014056	VVS Varun	The Times Group	3.80
212	B.Com.	Honours	111719014014	Lakshmi Sravani	Cognizant	
213	B.Com.	Honours	111719014045	Kshitij Sircar	Epifeast Pvt. Ltd.	
214	B.Com.	Honours	111719014028	Sweety Kumal	Copart Pvt. Ltd.	1.80
215	B.Com.	Honours	111719014001	Aneesha Raj	IBM	2.71
216	B.Com.	Honours	111719014058	Sri Pavan	36 Presents	
217	B.Com.	Honours	111719014041	Deven Bansal	EY Global Delivery Services India LLP	
218	B.Com.	Honours	111719014006	Gayatri	Tech Mahindra	3.00
219	B.Com.	Honours	111719014013	N. Vasavi	Accenture Sol Pvt. Ltd.	2.49
220	B.Com.	Honours	111719014040	Binson Mathew	TCS	1.56
221	B.Com.	Honours	111719014064	Priyanka Sharma	Synchrony	3.00
222	B.Com.	Honours	111719014035	Abhishek Gupta	SIB	5.00
223	B.Com.	Business Studies	111719035047	Mulla Mohammad Rehan Akram	Deloitte	3.80
224	B.Com.	Business Studies	111719035055	Udipi Sree Krishna Kaushik	Deloitte	3.80
225	B.Com.	Business Studies	111719035051	Sai Krishna Sundaresan	JP Morgan	6.75
226	B.Com.	Business Studies	111719035032	Himanshu yadav	Media mint	3.19
227	B.Com.	Business Studies	111719035034	K Phani Raj	EY Global Delivery Services India LLP	3.50
228	B.Com.	Business Studies	111719035020	Alluri Leeo	Career Labs	6.00
229	B.Com.	Business Studies	111719035003	Gamidi Krishna Deepika	Media mint	3.19
230	B.Com.	Business Studies	111719035059	K Shashank	Ecom Express	3.15
231	B.Com.	Business Studies	111719035006	D. Komal	Synchrony	3.00
232	B.Com.	Business Studies	111719035007	M. Sherley	Omega Health Care	2.60
233	B.Com.	Business Studies	111719035015	Vandana Goud	Omega Health Care	2.60
234	B.Com.	Business Studies	111719035036	Harshith K.	State Street	
235	B.Com.	Business Studies	111719035050	Rishabh	CDK Global	
236	B.Com.	Business Studies	111719035039	M. Shiva Teja	Optum	2.20
237	B.Com.	Business Studies	111719035008	M.krishna kumari	St. Peter's Hifgh school	-
238	B.Com.	Business Studies	111719035009	Shaily Singh	FactSet	
239	B.Com.	Business Studies	111719035012	Supreet Kaur	EY Global Delivery Services India LLP	
240	B.Com.	Business Studies	111719035038	Sampath	OPTUM	

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
241	B.Com.	Marketing	111719017038	R.saikiran	Media mint	3.19
242	B.Com.	Marketing	111719017015	Dheeraj Upadhyay	ICICI BANK	2.50
243	B.Com.	Marketing	111719017018	Naga Shashank	Cognizant	2.60
244	B.Com.	Marketing	111719017001	Anita Kumari	Media mint	3.19
245	B.Com.	Marketing	111718017020	Eluru Aravind	Infinity Learn	4.00
246	B.Com.	Marketing	111719017002	Anjali Mahesh Maniyal	Promocio	3.00
247	B.Com.	Marketing	111719017003	B. Gayatripriya	Clean Sheet Group	3.20
248	B.Com.	Marketing	111719017004	Boppidi Deepika	Clean Sheet Group	3.20
249	B.Com.	Marketing	111719017007	P Preethi Nair	Wells Fargo	3.27
250	B.Com.	Marketing	111719017008	Varikuppala Keerthi	Hinduja Global Solutions	2.34
251	B.Com.	Marketing	111719017013	Bhul Vishnu	Cognizant	2.49
252	B.Com.	Marketing	111719017017	Geddam Akhil	AGS Health Company	2.50
253	B.Com.	Marketing	111719017019	Gond Balram	Infinity Learn	4.00
254	B.Com.	Marketing	111719017024	Joel Anthony Dsouza	Realpage India Pvt Ltd.	3.00
255	B.Com.	Marketing	111719017043	Tarun Sharma	Keka	4.00
256	B.Com.	Marketing	111719017027	Kommineni Sai Charan	CSBBank	2.50
257	B.Com.	Marketing	111719017034	Pratham Chauhan	Hinduja Global Solutions	3.00
258	B.Com.	Marketing	111719017041	Kanna Shiv Khoushik	Skanda Pvtb Ltd.	3.50
259	B.Com.	Marketing	111719017050	Adnan Sharief Mohammed	ADP	2.50
260	B.Com.	Marketing	111719017052	Peteti Ooha Sree	Clean Sheet Group	3.20
261	B.Com.	Marketing	111719017046	Allimilli Vijay Kumar	IKS Health Pvt Ltd.	2.50
262	B.Com.	Marketing	111719017031	Mukku Ajay Paul	Malla Reddy University	2.50
263	B.Com.	Marketing	111719017033	P. Parandhaman	Wipro	1.61
264	B.Com.	Marketing	111719017036	R. Sai Shiva	IKS Health Care	2.50
265	B.Com.	Computers	111719028105	Tumma Akash	EY Global Delivery Services India LLP	3.50
266	B.Com.	Computers	111719028017	Jothsana Maria Chacko	Media mint	3.19
267	B.Com.	Computers	111719028074	Niharikasadamani	Media mint	3.19
268	B.Com.	Computers	111719028024	Nikithaloddila	Media mint	3.19
269	B.Com.	Computers	111719028106	Vade Sannath Reddy	Accenture	3.20
270	B.Com.	Computers	111719028082	Preethika	Thomson Reuters	3.00
271	B.Com.	Computers	111719028120	Rathna Shri	Thomson Reuters	3.00
272	B.Com.	Computers	111719028060	Pragnya N	Thomson Reuters	3.00
273	B.Com.	Computers	111719028104	Sai Reddy	Thomson Reuters	3.00
274	B.Com.	Computers	111719028103	T.Pavan Kumar	Thomson Reuters	3.00
275	B.Com.	Computers	111719028021	Kumari Ananya	ICICI Bank	2.90

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
276	B.Com.	Computers	111719028073	R Swapna	ICICI Bank	2.90
277	B.Com.	Computers	111719028057	M.Chikitha Reddy	Grey Campus	3.00
278	B.Com.	Computers	111719028076	Sk.Shaheen	Media mint	3.10
279	B.Com.	Computers	111719028020	Killi Navya	ICICI Bank	2.50
280	B.Com.	Computers	111719028070	Varnika	ICICI Bank	2.50
281	B.Com.	Computers	111719028062	N Meghana	MyCaptain	4.50
282	B.Com.	Computers	111718028114	Thirumalareddy Sandeep Reddy	ASBL	4.00
283	B.Com.	Computers	111719028054	K Jasvanth Reddy	Code Young	3.52
284	B.Com.	Computers	111719028109	Paul Preetham	Aark technologies and staffing pvt ltd	5.80
285	B.Com.	Computers	111719028032	Vihar Reddy	SP Tech Resource	
286	B.Com.	Computers	111719028094	Pydi Raja Rao	IEnergizer	4.80
287	B.Com.	Computers	111719028096	R.Lokesh Kumar	Thomson Reuters	3.60
288	B.Com.	Computers	111719028063	NR.Sonu	ADP	3.00
289	B.Com.	Computers	111719028069	S.Prathignya	Synchrony	3.00
290	B.Com.	Computers	111719028022	K Vaishnavi Devi	ADP	3.00
291	B.Com.	Computers	111719028041	Gaddemolu Abhilash	Thomson Reuters	
292	B.Com.	Computers	111719028031	Andrew Eric	Cognizant	2.69
293	B.Com.	Computers	111719028007	Chinthagudam Jahnavi	Optum Global Solutions(India) PVT. LTD.	2.83
294	B.Com.	Computers	111719028009	Dasari Roopa	Wipro	3.10
295	B.Com.	Computers	111719028029	Abhishek Kumar Sharma	Deloitte	3.25
296	B.Com.	Computers	111719028039	E. Pranay	Legato Health Technologies	2.75
297	B.Com.	Computers	111719028050	Jestin T Joseph	Synchrony	3.00
298	B.Com.	Computers	111719028065	P Divya	International application services	2.80
299	B.Com.	Computers	111719028068	Pinjarla sonali	Nanakramguda	3.00
300	B.Com.	Computers	111719028071	Rajagiri Keerthana	PrimEra	2.75
301	B.Com.	Computers	111719028072	Rosamma Boban	Amazon	2.60
302	B.Com.	Computers	111719028078	S.Keerthika	24-7 Intouch	2.01
303	B.Com.	Computers	111719028083	Abhinav Sai Krishna	Thomson Reuters	3.60
304	B.Com.	Computers	111719028089	Melvin Abraham Mathew	Wipro	1.61
305	B.Com.	Computers	111719028095	Richi Kuruvilla	Teleperformance	2.00
306	B.Com.	Computers	111719028097	R Rodney Mark	Synchrony	3.00
307	B.Com.	Computers	111719028098	Saurav Kumar Jha	L&T	5.60
308	B.Com.	Computers	111719028112	Mohammed Rizwan Baig	Wipro	1.60

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
309	B.Com.	Computers	111719028059	N.Manasa	Grey Campus	3.00
310	B.Com.	International Accounting & Finance	111719030006	Ashmeet Kaur Gandhi	Deloitte	3.80
311	B.Com.	International Accounting & Finance	111719030015	Khushi Sankla	Deloitte	3.80
312	B.Com.	International Accounting & Finance	111719030027	Surampudi Saarvari	JP Morgan	6.75
313	B.Com.	International Accounting & Finance	111719030058	Naresh Naidu	EY Global Delivery Services India LLP	3.50
314	B.Com.	International Accounting & Finance	111719030032	Yeminedi Sravani	Qualcomm	4.50
315	B.Com.	International Accounting & Finance	111719030019	Priyanka-Bhamu	SIB	5.00
316	B.Com.	International Accounting & Finance	111719030034	Abhinash prajapati	SIB	5.00
317	B.Com.	International Accounting & Finance	111719030029	Jyothi Priya	Regalix	3.50
318	B.Com.	International Accounting & Finance	111719030031	Vernkar Nymisha	Thomson Reuters	3.00
319	B.Com.	International Accounting & Finance	111719030038	Aditya Reddy	Thomson Reuters	3.00
320	B.Com.	International Accounting & Finance	111719030020	Rinku Choudary	Thomson Reuters	3.00
321	B.Com.	International Accounting & Finance	111719030018	Navya Budithi	ICICI Bank	2.90
322	B.Com.	International Accounting & Finance	111719030025	S Raveena	Media mint	3.19
323	B.Com.	International Accounting & Finance	111719030035	Abhinav Ranganathan	EY Global Delivery Services India LLP	3.50
324	B.Com.	International Accounting & Finance	111719030010	Ganti Sridevi	ADP	3.00
325	B.Com.	International Accounting & Finance	111719030008	Bolisetty Deekshitha	Wipro	2.50
326	B.Com.	International Accounting & Finance	111719030059	V V N Sai Aditya	SIB	5.00
327	B.Com.	International Accounting & Finance	111719030053	Siddarth Chauhan	SIB	5.00
328	B.Com.	International Accounting & Finance	111719030005	Alluri Rajya Lakshmi Sai Kaivalya	Ecom Express	3.15
329	B.Com.	International Accounting & Finance	111719030051	Prinson Chirackel Abraham	TCS	1.80
330	B.Com.	International Accounting & Finance	111719030041	Diwakar Shetty	Primera Technologies	2.75
331	B.Com.	International Accounting & Finance	111719030014	Khushboo Jain	Broadridge Financial Solutions	3.02
332	B.Com.	International Accounting & Finance	111719030001	A.Achsah Seraphim	State Street	2.52
333	B.Com.	International Accounting & Finance	111719030012	K. Bhavya Sri	Thomson Reuters	3.00
334	B.Com.	International Accounting & Finance	111719030021	Reya Serena	Virtusa	2.70
335	B.Com.	International Accounting & Finance	111719030022	Shruti Joshi	Synchrony	3.00
336	B.Com.	International Accounting & Finance	111719030044	Joel Philip Mathew	Amps	3.25
337	B.Com.	International Accounting & Finance	111719030049	P. Jeevan	Tata Consultancy Services Limited	1.56
338	B.Com.	International Accounting & Finance	111719030055	T.Venkat Rahul	EY Global Delivery Services India LLP	3.65
339	B.Com.	International Accounting & Finance	111719030056	T.Anish Reddy	Cognizant	1.99
340	B.Com.	International Accounting & Finance	111719030024	Sonal	Wells Fargo	3.06
341	B.Com.	International Accounting & Finance	111719030026	Sri Lakshmi Gayathri	HSBC	4.00
342	B.Com.	International Accounting & Finance	111719030040	Dhanush	PWC	

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343	B.Com.	International Accounting & Finance	111719030042	I. Viswa Rishi	PWC	
344	B.Com.	International Accounting & Finance	111719030028	Stephanie Mavis	Synchrony	
345	B.Com. (Hons)	Strategic Finance	111719032028	Devansh Dixit	Deloitte	3.80
346	B.Com. (Hons)	Strategic Finance	111719032031	Ganpathlal Kumawat	Deloitte	3.80
347	B.Com. (Hons)	Strategic Finance	111719032026	A V Ajith	Media mint	3.80
348	B.Com. (Hons)	Strategic Finance	111719032053	Vinay Anil Bhandare	Code Young	3.52
349	B.Com. (Hons)	Strategic Finance	111719032008	M Yamini	Deloitte	3.20
350	B.Com. (Hons)	Strategic Finance	111719032013	Preethi Shukla	Infinity Learn	4.00
351	B.Com. (Hons)	Strategic Finance	111719032035	Gurram Aditya Chowdary	IVY Y	4.80
352	B.Com. (Hons)	Strategic Finance	111719032001	Anjali Naik	We Make Scholars Edtech Pvt Ltd.	3.90
353	B.Com. (Hons)	Strategic Finance	111719032006	K S Asmitha	Uber	
354	B.Com. (Hons)	Strategic Finance	111719032010	Sadhvika Nagilla	Echobooom Management	
355	B.Com. (Hons)	Strategic Finance	111719032012	Haritha Pasham	Broadridge	3.02
356	B.Com. (Hons)	Strategic Finance	111719032014	Preethi Yadav	We Make Scholars Edtech Pvt Ltd.	3.90
357	B.Com. (Hons)	Strategic Finance	111719032019	Tarin Patel	Startup Login	1.80
358	B.Com. (Hons)	Strategic Finance	111719032020	Madhuri Vadla	Wells Fargo	3.06
359	B.Com. (Hons)	Strategic Finance	111719032021	V Preethi	Deloitte	3.25
360	B.Com. (Hons)	Strategic Finance	111719032032	G Nithin Kumar	Legato	
361	B.Com. (Hons)	Strategic Finance	111719032044	M.Bikrash Singh	The Vision Group	
362	B.Com. (Hons)	Strategic Finance	111719032045	Nishanth Yadav	Quess	3.59
363	B.Com. (Hons)	Strategic Finance	111719032055	Harjot Singh Manyal	Cdk Global	3.54
364	B.Com. (Hons)	Strategic Finance	111719032024	V. Madhuri	Wells Fargo	3.06
365	B.Com.	Business Process Management	111719033004	D. Niharika Saroja	Thomson Reuters	3.00
366	B.Com.	Business Process Management	111719033014	P G Manasa	Media mint	3.19
367	B.Com.	Business Process Management	111719033012	O Sumana	Deloitte	3.80
368	B.Com.	Business Process Management	111719033006	D Rachita	OPTUM	4.50
369	B.Com.	Business Process Management	111719033021	Vangaindu Indu	Media mint	3.19
370	B.Com.	Business Process Management	111719033002	Meena Banala	Media mint	3.19
371	B.Com.	Business Process Management	111719033055	Kushal Kumar	Regalix	3.50
372	B.Com.	Business Process Management	111719033029	Varun Goud Dussari	TCS	1.90
373	B.Com.	Business Process Management	111719033026	D Nikhith	Cognizant	2.10
374	B.Com.	Business Process Management	111719033060	Bhallam Monika Sai	TCS	1.90
375	B.Com.	Business Process Management	111719033001	Arya Bharti	EY Global Delivery Services India LLP	3.50
376	B.Com.	Business Process Management	111719033050	Sumit Sharma	Thomson Reuters	3.00
377	B.Com.	Business Process Management	111719033003	B. Lahari	Thomson Reuters	3.00

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378	B.Com.	Business Process Management	111719033049	Shaikh Hafiz	Thomson Reuters	3.00
379	B.Com.	Business Process Management	111719033041	Mallavarapu Samuel Chowdary	ICICI BANK	2.90
380	B.Com.	Business Process Management	111719033015	Pudari Ramya	Media mint	3.19
381	B.Com.	Business Process Management	111719033034	Jibin Joseph	Media mint	3.19
382	B.Com.	Business Process Management	111719033035	Kacharam Vinay	Media mint	3.19
383	B.Com.	Business Process Management	111719033045	P Shiva Sai	Media mint	3.19
384	B.Com.	Business Process Management	111719033056	Varsha Singh	EY Global Delivery Services India LLP	
385	B.Com.	Business Process Management	111719033013	Panja Shalini	Simandhar Education	1.20
386	B.Com.	Business Process Management	111719033042	Joshua Samuel	Synchrony	3.00
387	B.Com.	Business Process Management	111719033051	Swain nayak	ICICI	
388	B.Com.	Business Process Management	111719033011	Nimisha NizarBhayani	Medvarsity	4.50
389	B.A.	Mass Communication	111719020012	Munira Khasamwala	Valiboo Private Limited	1.20
390	B.A.	Mass Communication	111719020016	Racherla Manasa	Social Matters	3.80
391	B.A.	Mass Communication	111719020017	S. Mounya Reddy	Tutoroot	3.00
392	B.A.	Mass Communication	111719020018	Khyati Shah	The Hans	3.00
393	B.A.	Mass Communication	111719020020	Sreeja	Things2do (Xplorebee)	1.81
394	B.A.	Mass Communication	111719020022	Akash Nair	TCS	1.35
395	B.A.	Mass Communication	111719020026	Moses Sumeeth Paul	Tech Mahindra	3.14
396	B.A.	Mass Communication	111719020028	Mohan Raju	Endemol Shine India(Bigg Boss6 Telugu)	3.00
397	B.A.	Mass Communication	111719020032	Pandari Naik	Tutoroot Technologies	3.00
398	B.A.	Mass Communication	111719020035	P Sricharan Reddy	Mindshare United Foundation National Congress	6.60
399	B.A.	Mass Communication	111719020039	A S Nikitha	NTV (HOH)	1.80
400	B.A.	Mass Communication	111719020051	Ch. Jaythri sagar	Tamada Media	3.00
401	B.A.	Mass Communication	111719020030	K. Joseph Akhil Kumar	Thomas & Rad	1.80
402	B.A.	Mass Communication	111719020034	PVSS Saikumar	Big Boss-Telugu	
403	B.A.	Mass Communication	111719020038	Arandkar Aravind	Social Matters	0.48
404	B.A.	Mass Communication	111719020048	Laxmi Narayana	Mindshare United Foundation National Congress	6.60
405	B.A.	Psychology, English & Journalism	111719022014	Jezerene Mathew	Blockwiz Solutions	2.64
406	B.A.	Psychology, English & Journalism	111719022032	Rekha Mishra	Synchrony	3.00
407	B.A.	Psychology, English & Journalism	111719022016	P Kavya	Gebbs Healthcare Solutions	2.32
408	B.A.	Psychology, English & Journalism	111719022036	Sowparnika Santosh	CognitiveBiotics	3.60
409	B.A.	Psychology, English & Journalism	111719022017	K Esha Prasad	CognitiveBiotics	3.60

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410	B.A.	Psychology, English & Journalism	111719022022	Mehak Panjwani	Cognizant	2.49
411	B.A.	Psychology, English & Journalism	111719022005	Bhoomika Agarwal	Synchrony	3.00
412	B.A.	Psychology, English & Journalism	111719022021	Liya Winson	Accenture	
413	B.B.A.	Bachelor of Business Administration	111719029058	Varun Kulkarni	JP Morgan	6.75
414	B.B.A.	Bachelor of Business Administration	111719029046	Meccawala	WE MAKE SCHOLOR	3.00
415	B.B.A.	Bachelor of Business Administration	111719029026	Chandini S	ADP	3.00
416	B.B.A.	Bachelor of Business Administration	111719029063	Sonu N R	ADP	3.00
417	B.B.A.	Bachelor of Business Administration	111719029052	Sanskar Purohit	ADP	3.00
418	B.B.A.	Bachelor of Business Administration	111719029011	Harshita K	ADP	3.00
419	B.B.A.	Bachelor of Business Administration	111719029024	Payal Dixith	ADP	3.00
420	B.B.A.	Bachelor of Business Administration	111719029038	Aakarsh Bathula	ADP	3.00
421	B.B.A.	Bachelor of Business Administration	111719029014	Naomi Johnson Lingam	ADP	3.00
422	B.B.A.	Bachelor of Business Administration	111719029056	Ubaid UrRehman	Media mint	3.19
423	B.B.A.	Bachelor of Business Administration	111719029042	K. Saketh Reddy	ADP	3.00
424	B.B.A.	Bachelor of Business Administration	111719029022	Palak Chauhan	Thomson Reuters	3.00
425	B.B.A.	Bachelor of Business Administration	111719029001	Alekhya.M	Sutherland	3.00
426	B.B.A.	Bachelor of Business Administration	111719029037	Aryan Micheal Daniel	Goldstone Technologies	4.25
427	B.B.A.	Bachelor of Business Administration	111719029061	Juluri Ranadheer	Infinity Learn	4.00
428	B.B.A.	Bachelor of Business Administration	111719029018	M.Mary Manasa	Grey Campus	3.00
429	B.B.A.	Bachelor of Business Administration	111719029028	Akshita Reddy.S	Grey Campus	3.00
430	B.B.A.	Bachelor of Business Administration	111719029003	Bachu Madhuri	Grey Campus	3.00
431	B.B.A.	Bachelor of Business Administration	111719029008	G.Sravani	Media mint	3.10
432	B.B.A.	Bachelor of Business Administration	111719029030	V.Manashwini	Promocio	3.00
433	B.B.A.	Bachelor of Business Administration	111719029009	Samskruthi Kalva	MyCaptain	4.50
434	B.B.A.	Bachelor of Business Administration	111719029019	Nagadasari Ameesha	MyCaptain	4.50
435	B.B.A.	Bachelor of Business Administration	111719029049	Rajpooth Suraj Kumar Singh	Infinity Learn	4.00
436	B.B.A.	Bachelor of Business Administration	111719029002	Ayesha	Accenture	3.00
437	B.B.A.	Bachelor of Business Administration	111719029006	Gowri	Deloitte	
438	B.B.A.	Bachelor of Business Administration	111719029013	Shreya Reddy K	Amazon	
439	B.B.A.	Bachelor of Business Administration	111719029016	Priyadarshini	HSBC	
440	B.B.A.	Bachelor of Business Administration	111719029027	Shradha Kumari	Mosaic Wellness Pvt Ltd	
441	B.B.A.	Bachelor of Business Administration	111719029031	Y. Chandrika reddy	Iraki Technologies	
442	B.B.A.	Bachelor of Business Administration	111719029032	Aniketh	Serice Now	
443	B.B.A.	Bachelor of Business Administration	111719029035	A.srujithsagar	TCS	
444	B.B.A.	Bachelor of Business Administration	111719029039	Fredrick	Regalix	

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445	B.B.A.	Bachelor of Business Administration	111719029041	K. Eshwar Prasad	TCS	
446	B.B.A.	Bachelor of Business Administration	111719029054	Sheldon paul	XLNC Academy	
447	B.B.A.	Bachelor of Business Administration	111719029059	Vinay Babu Ponugoti	Echoboom	
448	M.C.A.	Master of Computer Applications	111719039102	Varun	Defteam	3.50
449	M.C.A.	Master of Computer Applications	111719039104	B.Janardhan	Vassar Labs	4.00
450	M.C.A.	Master of Computer Applications	111719039105	Mehrunnissa	Loyola Academy	3.80
451	M.C.A.	Master of Computer Applications	111719039109	B.Dharanidhar Reddy	Revature	4.00
452	M.C.A.	Master of Computer Applications	111719039115	B. Jaipal	Hyundai-Mobis India Ltd	4.50
453	M.C.A.	Master of Computer Applications	111719039118	Yamini	Infosys	3.00
454	M.C.A.	Master of Computer Applications	111719039120	A. Kirankumar	Turing Minds	6.28
455	M.C.A.	Master of Computer Applications	111719039123	B. VinodKumar	Global Logic	1.80
456	M.C.A.	Master of Computer Applications	111719039124	Lavikanth sharma	Tavant technologies	
457	M.C.A.	Master of Computer Applications	111719039125	Sharanya Gourishetty	Infosys	2.20
458	M.C.A.	Master of Computer Applications	111719039126	Sairam	Capegemini	4.00
459	M.C.A.	Master of Computer Applications	111719039128	Kesaboina Bharath Yadav	Vassar Labs	4.00
460	M.C.A.	Master of Computer Applications	111719039132	K Kanthi Kumar	Cloud scout	3.60
461	M.C.A.	Master of Computer Applications	111719039133	C S Vignesh	Turing Minds	6.28
462	M.C.A.	Master of Computer Applications	111719039134	Atheeq	Defteam	3.50
463	M.C.A.	Master of Computer Applications	111719039135	Antitu Sisily Francis	Defteam	3.50
464	M.C.A.	Master of Computer Applications	111719039140	Guthula Vamshi	Vassar Labs	3.00
465	M.C.A.	Master of Computer Applications	111719039141	Diwakar jha	TCS	4.00
466	M.C.A.	Master of Computer Applications	111719039142	Digamber Jha	AutoRABIT	6.00
467	M.C.A.	Master of Computer Applications	111719039144	Raghavendra Singh	Defteam	3.50
468	M.C.A.	Master of Computer Applications	111719039147	Deepak Branawal	Kavayah Solutions	3.50
469	M.C.A.	Master of Computer Applications	111719039150	Saurav kumar	Infoysys	3.60
470	M.C.A.	Master of Computer Applications	111719039152	D. Nandalala	TCS	3.53
471	M.C.A.	Master of Computer Applications	111720039105	J. Dinesh Reddy	DEFTeam solutionsPvt.Ltd	3.50
472	M.C.A.	Master of Computer Applications	111720039108	Mohammad Arif	Hyundai-Mobis India Ltd	4.50
473	M.C.A.	Master of Computer Applications	111720039109	Naveen.B	Anblicks Cloud Data Engineer	6.00
474	M.C.A.	Master of Computer Applications	111720039119	p. Venkatakumar Goud	Turing Minds	6.28
475	M.C.A.	Master of Computer Applications	111720039123	P. Sravani	Hyundai-Mobis India Ltd	4.50
476	M.C.A.	Master of Computer Applications	111720039125	K.Jaswanth	Pentagon	
477	M.C.A.	Master of Computer Applications	111720039128	A.Mounika	Defteam	3.50
478	M.C.A.	Master of Computer Applications	111720039130	D. Saisatyakumar	DEFTeam solutionsPvt.Ltd	3.50
479	M.C.A.	Master of Computer Applications	111720039138	A.Divya	Infosys	3.60

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
480	M.C.A.	Master of Computer Applications	111720039139	E.Naresh Goud	Optum	2.50
481	M.C.A.	Master of Computer Applications	111720039143	T.Chaitanya Vani	Infosys	3.60
482	M.C.A.	Master of Computer Applications	111720039149	M.Venkatesh	Anblicks Cloud Data Engineer	4.00
483	M.C.A.	Master of Computer Applications	111720039157	K.Sravya	Anblicks Cloud Data Engineer	4.00
484	M.B.A.	Master of Business Administration	111720044201	Naveen Sharma	Synchrony Intl Services	20.00
485	M.B.A.	Master of Business Administration	111720044203	NSVamshi Reshmi .	Aptude software solutions pvt ltd/qurinom solutions	3.00
486	M.B.A.	Master of Business Administration	111720044205	Ayyagari Hari Chandana	Alliant Group	5.00
487	M.B.A.	Master of Business Administration	111720044208	Palaparthy Lalita	Alliant Group	5.00
488	M.B.A.	Master of Business Administration	111720044209	Gunnam Veera Sai Rama Manikanta Chowdary .	SBI mutual funds	4.10
489	M.B.A.	Master of Business Administration	111720044216	Chakravarthula Pavani	S&P Global	3.00
490	M.B.A.	Master of Business Administration	111720044217	Suggu Nagadurga Sharanya	Grey Campus	3.96
491	M.B.A.	Master of Business Administration	111720044218	Anthireddygiri Venkateshwar Reddy	ASBL	4.00
492	M.B.A.	Master of Business Administration	111720044219	Somishetty Nikhil Kumar .	Ecom express	3.15
493	M.B.A.	Master of Business Administration	111720044225	Dammu Sneha Jyothi	Grey Campus	3.96
494	M.B.A.	Master of Business Administration	111720044226	Nikhil Raj	Macromill	4.20
495	M.B.A.	Master of Business Administration	111720044230	Anusha Goud	Lawson	2.50
496	M.B.A.	Master of Business Administration	111720044231	Lingalu Anjali	S&P Global	3.00
497	M.B.A.	Master of Business Administration	111720044232	Eric Nelson Francis	Amazon	3.50
498	M.B.A.	Master of Business Administration	111720044233	Gangi Reddy Mano Raj	C3i Support Services Pvt Ltd	
499	M.B.A.	Master of Business Administration	111720044235	Anthony Solomon	Amazon	
500	M.B.A.	Master of Business Administration	111720044241	P.Bhargavi	Franklin Templeton	4.50
501	M.B.A.	Master of Business Administration	111720044245	Mirza Kamran Baig	ASBL	4.00
502	M.B.A.	Master of Business Administration	111720044246	Kadamanchi Prabhu Sai .	HNI India	4.00
503	M.B.A.	Master of Business Administration	111720044248	Monjit	Grey Campus	
504	M.B.A.	Master of Business Administration	111720044249	Susanna Esther Kingsley	Grey Campus	3.96
505	M.B.A.	Master of Business Administration	111720044252	Vinay Kumar	Berger paints	6.75
506	M.B.A.	Master of Business Administration	111720044255	R. Dheeraj	Berkadia	3.54
507	M.B.A.	Master of Business Administration	111720044259	Morphana Kumar	Franklin Templeton	4.50
508	M.B.A.	Master of Business Administration	111720044262	Sudheer	Edelweiss	4.00
509	M.B.A.	Master of Business Administration	111720044265	Diwakar Prasad	Alliant Group	5.00
510	M.B.A.	Master of Business Administration	111720044267	Kawali Gouthami	Thomson Reuters	3.00
511	M.B.A.	Master of Business Administration	111720044268	Sindhu Reddy	S&P Global	3.00

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
512	M.B.A.	Master of Business Administration	111720044270	Ande Sai Chandana .	Berkadia	3.96
513	M.B.A.	Master of Business Administration	111720044272	Lahari	Franklin Templeton	4.50
514	M.B.A.	Master of Business Administration	111720044280	Nikitha Turakapally	Bakelite Hylam Limited	2.70
515	M.B.A.	Master of Business Administration	111720044282	Backia Dass Sharon Enzelita	Wipro	0.63
516	M.B.A.	Master of Business Administration	111720044283	Rochelle Maria Pratap .	Synchrony	3.00
517	M.B.A.	Master of Business Administration	111720044284	Sai Charan Aakash Kolati	S&P Global	3.00
518	M.B.A.	Master of Business Administration	111720044286	P. Kalyan	Grey Campus	
519	M.B.A.	Master of Business Administration	111720044290	Sannappagari Geetha	S&P Global	3.00
520	M.B.A.	Master of Business Administration	111720044292	Arya Bhanu	Primera Technologies	4.50
521	M.B.A.	Master of Business Administration	111720044293	Anna Shruti Gratian	SourceOne	3.00
522	M.B.A.	Master of Business Administration	111720044295	Varsha Soma	Lawson	2.50
523	M.B.A.	Master of Business Administration	111720044301	Veena T	Thomson Reuters	3.00
524	M.B.A.	Master of Business Administration	111720044302	Vanaja S	Thomson Reuters	3.00
525	M.B.A.	Master of Business Administration	111720044304	K Akhila Manasa	S&P Global	3.00
526	M.B.A.	Master of Business Administration	111720044306	A Shirley Dominic	Alliant Group	5.00
527	M.B.A.	Master of Business Administration	111720044308	P Sushma	S&P Global	3.00
528	M.B.A.	Master of Business Administration	111720044311	Naina Phulsungey	Alliant Group	5.00
529	M.B.A.	Master of Business Administration	111720044314	Kavitha	Franklin Templeton	4.50
530	M.B.A.	Master of Business Administration	111720044315	Amrutha Valli	Factset	2.57
531	M.B.A.	Master of Business Administration	111720044316	Ravula Kaushik	S&P Global	3.00
532	M.B.A.	Master of Business Administration	111720044317	Vaishnavi Sreeramoju	Primera Technologies	2.50
533	M.B.A.	Master of Business Administration	111720044318	D Jyoshna	envista	3.50
534	M.B.A.	Master of Business Administration	111720044319	Achutha Vamsi Krishna	ASBL	4.00
535	M.Sc.	Organic Chemistry	111720503001	E Sandhya Rani	Sai Life Sciences Ltd	3.00
536	M.Sc.	Organic Chemistry	111720503002	T. Swathi	Symphony Pharma Life Sciences	2.16
537	M.Sc.	Organic Chemistry	111720503003	Marri Pavan Kumar Reddy	Sai Life Sciences Ltd	3.00
538	M.Sc.	Organic Chemistry	111720503004	Ch. Kavya	Dr. Reddy's	2.60
539	M.Sc.	Organic Chemistry	111720503005	K. Madhavi	Sai Life Sciences Ltd	3.00
540	M.Sc.	Organic Chemistry	111720503010	Kusuma Shiva Sai	Sai Life Sciences Ltd	3.00
541	M.Sc.	Organic Chemistry	111720503012	K. Aparna	Diacel Chral Technologies	2.40
542	M.Sc.	Organic Chemistry	111720503013	P. Lakshmi Manasa	Aragen Lifesciences Pvt Ltd	2.75
543	M.Sc.	Organic Chemistry	111720503020	G.Ramya	Lorven Thrapeutics Pvt. Ltd	1.80
544	M.Sc.	Organic Chemistry	111720503022	Konda Pandu	Sai Life Sciences Ltd	3.00
545	M.Sc.	Organic Chemistry	111720503023	Naveen.B	Lorven Thrapeutics Pvt. Ltd	1.80
546	M.Sc.	Organic Chemistry	111720503027	N. Madhan Babu	Dr. Reddy's	2.60

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
547	M.Sc.	Organic Chemistry	111720503029	S. Pavani	Diacel Chral Technologies	2.40
548	M.Sc.	Organic Chemistry	111720503030	G. Ramya	Sai Life Sciences Ltd	3.00
549	M.Sc.	Organic Chemistry	111720503031	Markook Nikhila	Sai Life Sciences Ltd	3.00
550	M.Sc.	Organic Chemistry	111720503033	V. Saisandeep	Diacel Chral Technologies	2.40
551	M.Sc.	Organic Chemistry	111720503034	N.S.Latha	Lee Pharma Limited	2.45
552	M.Sc.	Organic Chemistry	111720503036	Kasula Pravalika	Sai Life Sciences Ltd	3.00
553	M.Sc.	Biotechnology	111720516001	G. Anusha	Unique Biotech Limited	2.54
554	M.Sc.	Biotechnology	111720516005	Sri Navya	Global Medical Education And Research Foundation	2.00
555	M.Sc.	Biotechnology	111720516012	M.Bhavya sri	ICAR-Indian Institute Of Millets	2.40
556	M.Sc.	Biotechnology	111720516021	M. Anilkumar Goud	Hetero Biopharma Ltd	2.52
557	M.Sc.	Biotechnology	111720516024	Ch. Jahnavi	Wave Software solutions	
558	M.Sc.	Biotechnology	111720516027	M.Rajkumar	ATGc Biotech Pvt Ltd	2.40
559	M.Sc.	Biotechnology	111720516028	Ashish	Biological-E	2.10
560	M.Sc.	Biotechnology	111720516035	N. Rohini	Career Labtron Equipments	
561	M.Sc.	Biotechnology	111720516037	V. Supraja	Cognizant	2.50
562	MSc	Food Technology	111720620003	Bala Vedasree	Elancer IT Solution	1.56
563	MSc	Food Technology	111720620006	Dalsania Nirali Y	Zumi Foods	2.80
564	MSc	Food Technology	111720620019	Smrithy Krishnan	Deloitte	3.00
565	MSc	Food Technology	111720620020	Sushma T	RenukaDevi Pragathi Para Mahila Seva Sangha	2.70
566	MSc	Food Technology	111720620021	Teegalla Manasa	Benery Foods	1.56
567	MSc	Food Technology	111720620023	Vemulapally Jyothi N V S V Priya	Sid's Farm	2.40
568	MSc	Food Technology	111720620026	Chepuri Harish	Prayagh Nutri Products Pvt. Ltd.	3.19
569	MSc	Food Technology	111720620027	Deegoju Pranay Kumar	Loyola Academy	3.60
570	MSc	Food Technology	111720620028	Gorremuchhu Ratna Babu	Zeus Hygia life sciences	4.50
571	MSc	Food Technology	111720620033	Thommandru Sunil Kumar	Pearl Beverages Limited	
572	MSc	Food Technology	111720620035	Mohd Ahmed Abid Ali Khan	HRD Consultancy Services	1.20
573	MSc	Food Technology	111720620036	K. Abhilash	Gandour	
574	M.Sc.	Data Science	111720720001	A.Nikitha	CloudScouts	3.60
575	M.Sc.	Data Science	111720720003	D. Banu Kranthi	CloudScouts	3.60
576	M.Sc.	Data Science	111720720006	K. Nandini	Loyola Academy	3.60
577	M.Sc.	Data Science	111720720007	Gayathri M	Nexturn	4.00
578	M.Sc.	Data Science	111720720008	Nithya Reddy	Copart	2.16

S.No.	Programme	Specialization	UID	Name of the student	Company placed	Pay (LPA)
579	M.Sc.	Data Science	111720720009	Pothireddy Ahalya	Turing Minds	6.20
580	M.Sc.	Data Science	111720720010	S Balenia Rohitha	Turing Minds	6.20
581	M.Sc.	Data Science	111720720011	Mounika S	Nexturn	4.00
582	M.Sc.	Data Science	111720720012	S Sowmya	Nexturn	4.00
583	M.Sc.	Data Science	111720720013	Thanam Mary Smitha	Turing Minds	6.20
584	M.Sc.	Data Science	111720720014	T.Saipriya	CloudScouts	3.60
585	M.Sc.	Data Science	111720720015	Balaiah Chaitanya	Turing Minds	6.20
586	M.Sc.	Data Science	111720720017	G Risheek Kumar	Copart	2.16
587	M.Sc.	Data Science	111720720019	G Varun Raj	Turing Minds	6.20
588	M.Sc.	Data Science	111720720020	Rohan J	Nexturn	4.00
589	M.Sc.	Data Science	111720720021	Kommareddy Anudeep	Turing Minds	6.20
590	M.Sc.	Data Science	111720720022	N.Ashfaq	Loyola Academy	3.80
591	M.Sc.	Data Science	111720720024	V Ramu	Turing Minds	6.20
592	M.Sc.	Data Science	111720720026	Y.Jaison	Turing Minds	6.20
593	M.Sc.	Data Science	111720720027	Y Lokesh Kumar	Turing Minds	6.20
594	M.Sc.	Data Science	111720720028	Aduri Bala Soniya	CloudScouts	3.60
595	M.Sc.	Data Science	111720720029	P S Rishitha	Turing Minds	6.20
596	M.Sc.	Data Science	111720720030	Yaram Pavan	Turing Minds	6.20
597	M.Sc.	Data Science	111720720032	Sushma Paduchuri	Loyola Academy	3.60
598	M.Sc.	Data Science	111720720033	S.Rakesh Kumar Reddy	Turing Minds	6.20
599	M.Sc.	Food Science & Nutrition	111720820002	Shravani Basan	Omega Health Care	
600	M.Sc.	Food Science & Nutrition	111720820005	D. Saritha	Kamineni Hospital, Kurnool	2.50
601	M.Sc.	Food Science & Nutrition	111720820007	Bindupriya	Truweight Wellness Pvt. Ltd	2.65
602	M.Sc.	Food Science & Nutrition	111720820016	K. Pravallika	Loyola Academy	3.60
603	M.Sc.	Food Science & Nutrition	111720820020	P. Anusha	Optum Global Solutions(India) PVT. LTD.	3.00
604	M.Sc.	Food Science & Nutrition	111720820037	Sathuluri Divya Bhanu	Loyola Academy	3.60

Soft Solutions Pvt. Ltd.

Letter of Appointment

Date: 13th September 2022.

Dear Annareddy Kalyani
D/o Annareddy Gangi Reddy,
Address: LIG -144/7, 3rd Phase,
Beside BSNL Office, Kphb Colony, Kukatpally,
Telangana - 500072.

Let me begin by saying that we are delighted to confirm our offer and make you a member of our existing team. We are delighted to provide opportunities, career development and advancement. Your employment will commence no later than **13th September 2022.**

You are offered the position of **Jr Android Developer.** You will be on probation for a period of Three months from the date of your joining. Assuming a satisfactory performance we will regularize your appointment on completion of the probation period.

You will be paid a basic salary of **Rs 10,000pm** and every month your performance will be reviewed by the management, based on your performance the future course of action will be decided. And after as per your satisfactory performance we will confirm the increment or decrease of the same.

You will have to follow all the Rules & Regulations of the company in existence, amended / added time-to-time as and when required by the company.

Apart from your assignments, you will follow all orders / instructions / directions issued by your Senior Officers, from time to time.

You will have to submit Two-month notice after completion of agreement or bond period, prior to leaving the services of the Company or Two month gross salary in lieu of that similarly you will be served with one month's notice if you are asked to leave the organization. And also you need to do the Knowledge Transfer to the team members prior to your relieving.

Should you have any questions regarding this offer, please contact us as soon as possible. Let me thank you once again for considering our company. Please sign a return copy of this offer and specify your date of joining.

The Yearly performance Hike will be based on the monthly performance reviews, which will be maximum (10 %-15 %)

Your Bond Started from **13th September 2022 and Ends on 12th September 2023.**

Thanks & Regards

Signature of Employee

Pabboju Shiva Kumar
CEO
Infasta Soft Solutions Private Limited.

Annareddy Kalyani

Croplinks
We serve your farm needs

Croplinks Agritech India Pvt.Limited

CORPORATE OFFICE : #119, Level 5,Western Aqua.
Whitefields, Hitech City, Hyderabad,
Telangana 500081
Mobile : +91 9100444206
Desk: +9140 67975569
info@croplinks.app
CIN : U01110TG2021PTC154038

UID - 111718012023
Name - G. Kavya Sree
Phone - 9989548203.
Mail - kavyareddy2142@gmail.com

Ref: CL/Admin/SLS-03

Date : 2nd June 2022

To
Ms. G Kavya sree
D/O Srinivas Reddy
Alwal
Secunderabad
Mobile:9989548203

Dear Ms. Kavya Sree

This has reference to your application for employment in our company and the subsequent interview you had with us. We are pleased to offer you an employment with us as Executive-Sales and Operations at Hyderabad on 3 months probation period.

Your CTC Salary will be Rs.1,56,000/- (One lakh fifty six thousand only) per annum.

Your date of commencement of employment will be on or before 10 JUNE 2022.

You are requested to go through your pre employment medical check-up. This offer will be valid only upon being found medically fit.

You shall produce following document while joining:-

1.A copy of certificate for your degree and qualification each along with the original document proof of certificate.

2.Discharge certificate from your immediate past employer specifying your current designation, salary and period of employment.

3.3 Passport size photographs.

4.Photo identity proof, for opening salary with Bank.

5.Copy of PAN Card and Aadhaar Card.

Please note that this is merely an offer letter. The company's standard letter containing exhaustive terms and conditions of employment will be issues to you on joining the company which shall be binding to you .

Kindly confirm your acceptance on the duplicate copy of this letter.

With best wishes,

For Croplinks Agritech India Pvt Limited.

Indira Ram
Founder & CEO

SOWBHAGYA

SOWBHAGYA BIOTECH (P) LIMITED

(Formerly Known as Sowbhagya Amino Inputs Pvt. Ltd.)

An ISO 9001, 14001 & OHSAS 18001 Certified Company

Date: 02.05.2022

To
Ms.J.V.Mani Deepthi,
6-422, Gurazala,
Guntur, Andhra Pradesh
PIN: 522415
Ph.: 9491665339
E-Mail: deepthijonnalagadda2000@gmail.com

Sub: Offer Letter.
Ref: Your Resume

With reference to your resume and subsequent discussions we had with you, we are pleased to offer you as **"Trainee – Business Development"** in our organization at Head Office located at Plot No.79, IDA Phase II, Cherlapally, Hyderabad. And your services may be transferred to our Plants located at Choutuppal/Toopran if required.

You will be paid a Consolidated Salary of **Rs. 15,000/-** (Rs. Fifteen Thousand Only) per month. Subject to statutory deductions.

You will be on probation for initial period of 6 months after that you will get confirmation based on your performance. Company will have the right to terminate in the probation period without any notice and reason.

Wishing you all the success!!

For **Sowbhagya Biotech Pvt Ltd**

Hyderabad

(Authorized Signatory)

Corporate Office : Plot No.79, Phase - II, IDA, Cherlapally, Hyderabad - 500 051, T.S.
E mail: mail@sowbhagyabiotech.com, Web : www. sowbhagyabiotech.com
Factory : Survey No. 418, Aregudem (V), Choutuppal (M) - 508 252, Yadadri Dist. T.S,. INDIA.

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Date: 28-10-2022

Full Name: AARON FRANCIS
Email: aaronfrancis833@gmail.com
Phone: +91 7780350604

Dear AARON FRANCIS,

On behalf of Regalix India Pvt. Ltd., it is my pleasure to confirm our offer of employment to you as **'Associate Consultant'**, in our **Hyderabad**, India operation. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You made a very favorable impression with everyone you met and we are excited about the prospect of your joining our company.

We are pleased to appoint you on the following terms & conditions:

Designation	: **Associate Consultant**
Cost to Company	: **INR 3,00,000/- per annum (Three Lakh Rupees Only)**
Grade & Level	: **G1L1**
Proposed Compensation Break Up	: **As Detailed in Annexure-II**

You are eligible for Transport Allowance of INR **4000** per month should you not opt for company provided transport, the same will be processed based on the number of working days with your monthly salary and will be taxable.

You are eligible for a Night Shift Allowance (NSA) of INR **3000** per month if you work in a shift between 5:00 pm to 5:00 am (IST). The same will be processed based on the number of working days with your monthly salary and will be taxable.

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 Initial Posting will be at **Hyderabad India** and your shift timing will be 2:00 PM - 11:00 PM aligned to the **UKI** region. However, these are subject to change to any other location/office or shift timing of the Company or to any subsidiary or associate company; whether now existing or still to be formed. Such transfer/deputation will be in accordance with the company's rules being in force at the time.

The terms and conditions applicable to such other places/establishments/times will be notified to you in a transfer order. In the event of your not joining duty in accordance with such transfer order within eight days of the transfer date mentioned in the transfer order, you shall be deemed to have relinquished and resigned your employment and you shall cease to be in our employment.

Your appointment will be effective from the **date of joining** which shall be on or before **09-11-2022,** failing which this appointment will stand automatically withdrawn.

Our standard policy includes annual performance appraisals and six months of probation from the date of joining the Company.

Termination and Notice Period:

Subject to the provisions contained in this offer, your services may be terminated by either party on giving **'two months'** notice.

In case of resignation, your exit from the company will be governed by the guidelines prescribed under the Regalix India – Exit Policy.

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.

This offer of employment is contingent upon the successful completion of your background screening as per the norms of the organization. The company has made the offer of employment on the basis of the bonafide statements and facts provided by you. At the time of employment or during employment if the company finds the information provided by you to be false, misleading or that you have suppressed any material fact, it reserves the right to take appropriate disciplinary action against you including that of revoking of the offer or termination of service.

In the first instance, during the period of Probation, the termination of service may be made by either of the parties without giving any reason by giving one month's notice or on payment of a sum equivalent to one month's pay in lieu of notice. Post confirmation of employment the termination of services may be made by either of the parties without assigning any reason by giving two months' notice or by paying a sum equivalent to two months' salary in lieu of notice. The company may insist that you serve the notice period or complete the project/assignment on hand and ensure knowledge transfer before being relieved from the services. The company may also at its sole discretion, waive the total or part of the notice period and relieve you from service.

Pay for the purpose of this clause would be **gross pay** per month drawn by the employee on the date of giving the notice by either of the parties.

No notice or payment in lieu thereof is necessary in the event the termination is on account of misconduct on your part including but not limited to Code of Conduct violations, breach of Zero Tolerance policy.

You will be entitled to up to **15 days of Earned Leave** in accordance with the Rules of the Company being in force at the time.

You will carry out all instructions of your superior(s) in the Company as regards your work, attendance, conduct, behavior, etc., and carry out diligently and honestly all duties that may be assigned to you by the Company from time to time notwithstanding the designation given above. Your days of work and working hours will be as per the working hours of the office, in which you are for the time being posted and can be changed at the discretion of the management of the Company.

You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th Birthday.

Your individual remuneration is purely a matter between yourself and the company and has been arrived at on the basis of your job, skills specific background, and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.

You shall, during your service with us, devote your whole time and attention to the Company's business entrusted to you and you shall not engage yourself directly or indirectly in any business or service other than the Company's business and service.

Information pertaining to the Company's operations shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property, etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with your previous employers, in which case you shall keep us indemnified against any breach thereof by you.

The terms set out in this letter, together with the non-disclosure agreement and the Regalix India Pvt. Ltd. Compliance and Policy Manual, will form your Contract of Employment with the Company

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.

You being adjudged an insolvent or applying to be adjudged an insolvent or making compensation or arrangement with your creditors or being found guilty by a competent court of any offense involving moral turpitude will render you liable to termination of your employment without notice or compensation thereof.

Breach of any of the above terms and conditions will render you liable to termination of your employment without notice or compensation thereof.

The Benefits provided by the Company as outlined herein and in the Company policies are subject to change at the discretion of the Company.

You shall inform the company of any change in your personal data within 3 working days. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent to you by registered post at your address in India, as recorded with the Company.

By signing below, you confirm that you are not bound by any agreement with any previous employer or any party, which restricts in any way your prospective employment by Company (for example, any non-compete or non-competition agreement, non-disclosure or confidentiality agreement, non-solicitation agreement, etc.). Such agreements may be contained in offer letters from previous employers, stock option grants, employment agreements, independent contractor agreements, agreements for the sale of a business, etc. You represent that your employment with the Company and the performance of your proposed duties for the Company will not violate any obligations you have to such previous employer or another party. In your work for Company, you will not disclose or make use of any information or trade secrets in violation of any agreements with or rights of any such previous employer or another party, and you will not bring to Company premises any copies or other tangible embodiments of non-public information belonging to or obtained from any such previous employment or another party.

In case any information furnished by you, either in your application for employment or during the selection process is found to be incorrect/false, and /or if it is found that you have suppressed any material information in respect of your qualifications and past experience, the Company reserves the right to terminate your services any time without notice or compensation in lieu of notice.

Asset Recovery:

Upon termination of this Agreement for any reason, on or prior to the effective termination date at the Company's discretion, you shall return all Company property in your possession or control to your immediate supervisor to return all such property to the Company on or prior to the effective termination date.

Company Assets:

a. You shall take complete responsibility for the Company assets provided to you and will be liable for theft, loss, or damage caused to it.

b. In the event of any theft, loss, or damage (Partial or Total) of Company assets, an amount equivalent to the cost incurred by the Company toward repair, replacement or purchase will be borne by you, and the cost incurred shall be calculated and communicated to you by the HR/IT Team. This amount shall be deducted from your salary or full and final settlement dues.

c. If you resign from the services, abandon your services, or have been terminated from the service of the Company, you will be liable to return the assets of the Company in good working condition without any physical damage. Failure to do so will result in the amount being deducted from the salary and other dues or full and final settlement thereof that would be paid to you.

d. The relieving process would be completed only upon return of all company assets in good working condition without any physical damage subject to clearances from all departments.

e. If the assets are not returned or recovered from the full and final settlement dues payable to you by the Company, then appropriate action as per the Company policy/ Rules/ Regulations will be initiated against you.

Employee Records: You hereby understand that Regalix India Pvt. Ltd., neither solicits nor accepts any original documents, including but not limited to Passport, Aadhar Card, PAN Card educational certificates, experience certificate, proof of identity, or age or residence, etc at the time of joining Regalix India Pvt. Ltd., All documents submitted by you shall be photocopies or true copies of the original documents. These Photocopies are submitted for the company's records and retention and shall not be returned.

You hereby, explicitly and unambiguously, consent to the collection, use, and transfer, in electronic or another form, of your personal data, as described in this document by and among, as applicable, by Regalix India Pvt. Ltd., its subsidiaries, or any third party appointed by Regalix India Pvt. Ltd., for the exclusive purpose of implementing, administering and managing your employment with Regalix India Pvt. Ltd., its updation into employee records in the employee personal file or on HR Tools, or for adhering with Local Laws.

Declaration of Majority: Regalix India Pvt. Ltd., does not hire persons below the age of 18 and you hereby declare that you have attained the age of 18 years. By virtue of having attained majority, you are competent to contract, as per the provisions of the Indian Contract Act, 1872. You further understand that if such declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed such material information, you shall be liable to removal from services without any notice or compensation whatsoever.

Entire Agreement: Except as otherwise provided, this agreement contains the entire agreement between the Parties, superseding in all respects any and all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Company. This agreement shall be amended or modified only by written instrument signed by both of the Parties hereto.

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Jurisdiction: This Agreement shall be governed by the laws in force in India. The parties to this Agreement agree to submit to the exclusive jurisdiction of courts located in Bengaluru, Karnataka in relation to all disputes arising out of or due to this Agreement.

It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. Kindly send the duly signed copy of the duplicate offer document to the undersigned, as a sign of your acceptance of the offer, latest by **30-10-2022;** failing which the offer shall stand withdrawn**.**

AARON FRANCIS, 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.

Sincerely,

For, Regalix India Private Ltd

Shanta Sarkar

Shanta Sarkar
Associate Vice President – People Success

I **AARON FRANCIS, agree** to accept employment on the above-mentioned terms and conditions. I'll report for duty on or before **09-11-2022.**

Date: Signed:

Enclosed:

1. Details of Required Documents: Annexure I
2. Salary Break-up: Annexure-II

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Annexure I

Please submit 2 copies of each of the below-mentioned documents on your date of joining:

- Semester Marks Cards for all courses pursued (full time/distance learning)
- Provisional and Original Degree Certificates issued by the University for all courses pursued (full time/distance learning)
- Proof for Date of Birth (Birth Certificate, School Leaving Certificate or Xth Standard Mark Sheet with Date of Birth)
- Relieving letter from all the Past Employers (Relieving letter from the Current Employer shall be submitted on the Date of Joining)
- The last 3 months payslips
- Copy of your Passport with any valid Visa / Work permit
- PAN Card copy and Adhaar (Mandatory)
- 2 Passport size photographs

***Please note: Aadhaar No. and PAN No. has become mandatory as per new Government regulations for creation of your PF Account and UAN Number.**
Employment confirmation is subjected to submission of Aadhaar No. and PAN No.

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Annexure II – Salary Break-up

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
Salary		
Basic Salary	1,20,000	10,000
House Rent Allowance	48,000	4,000
Special Allowance	1,04,628	8,719
Gross Salary Before Deductions	**2,72,628**	**22,719**
Employer Benefits Part of CTC		
PF Contribution Employer	21,600	1,800
Gratuity	5,772	481
Deductions		
PF Contribution Employee	21,600	1,800
Profession Tax	2,400	200
Gross Pay	**2,72,628**	**22,719**
Net Pay Take Home	**2,48,628**	**20,719**
CTC	**3,00,000**	**25,000**

- **Net Salary is subject to declaration towards Investments & other Eligible Deductions under IT Provisions.**
- **Variable pay if applicable is paid quarterly basis your performance.**

- **FBP components are available for tax exemptions**
- **Insurance covering self, spouse and children up to Rs.5,00,000/- per annum**
- **Payment of gratuity will be in accordance with the provisions of the Payment of Gratuity Act**
- **Any perquisites/allowance/incentive/ bonus paid above the CTC will be taxable**

*****

aries agro limited
Energising Earth Since 1969

HR:PB

Date : 18th July, 2022
Name : Bellamkonda Venkatesh
Emp : SA0227
HQ : Jangareddy Gudem.

Sub : **Revision letter on the basis of your performance for the year 2021-2022.**

Dear Mr.Venkatesh ,

We have pleasure in revising your emoluments w.e.f. **1st July, 2022**, based on the recommendation received from your immediate superior, the details mentioned below:

Particulars	**Amount (In Rs)**
Basic	14000
H.R.A.	1400
PF (Employers contribution)	1680
Total Per Month	17080

- You will be entitled to Daily allowances as under duly supported with relevant supporting/ bills :

Location	Amount (In Rs)
HQ DA	75
OR	
Ex HQ DA	200
OR	
NA EX HQ DA	250

You are not eligible for Daily allowance, when you are on leave or absent from your work/ duty.

Cont.. 2/-

- Reimbursement of Lodging expenses duly supported with relevant supporting/ bills :

You will be entitled to reimbursement of lodging expenses, maximum @ **Rs.700/-** per working day for a maximum of **9 days** in a month in connection with the business of the company.

The above all allowances are only in connection with the business of the company only.

Please note your HQ is changed from **Jangareddy Gudem (Telangana)** to **Gopalapuram (Andra Pradesh)** w.e.f 01- Jul-2022.

All other terms and conditions of your employment will remain same at present.

We are confident this consideration will induce you to perform still better and you will continue to strive hard for better performance of your area of operation.

Wishing you All The Best !!!

Thanking you,

Yours faithfully,
for Aries Agro Ltd.

Mrs. Rajita Shetty
Dy. General Manager - HR

Annexure

To

Mrs. Nelanti Nikhila
Haliya,
Nalgonda

SALARY BREAK-UP:

Name	**Nelanti NIkhila**	
Designation	**Junior Agronomist**	
Base Location	**Hyderabad**	
Function	**Operations**	
Type of Pay	**CTC**	**Per Month**
Basic	₹ 78,000	₹ 6,500
Conveyance Allowance-Travel Allowance	₹ 42,900	₹ 3,575
House Rent Allowance	₹ 31,200	₹ 2,600
Medical Allowance	₹ 0	₹ 0
Executive Allowance	₹ 29,500	₹ 2,458
Total Earnings	**₹ 1,81,600**	₹ 15,133
Performance Based Variable Pay		
Performance pay (100%)	₹36,000	₹3,000
Grand Total	**₹ 2,17,600**	**₹ 18,133**

Authorised Signatory



For FarmGreen Agritech India Private Limited

FAIPL/NAPANTA/NP/OL/2022-23/03 **July 15, 2022.**

Employment Offer Letter
(Private & Confidential)

To

Mrs. Peranampattu Jacintha
Address: H.no.8-3-228/431, Rahmathnagar, Yousufguda, Hyderabad

Mobile: 9652706012

Sub: Appointment as "Junior Agronomist"

Dear **Mrs. Jacintha**

With reference to your application and subsequent interview with us, we are pleased to appoint you as **Junior Agronomist** in our organization under Agronomy Team on the following terms and conditions.

Date of Joining: You have to join on or before 20-07-2022

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

Designation: Junior Agronomist

Salary: Your Annual Total Employment Cost to the company would be **2,54,100 (Two Lakhs Fifty-Four Thousand One Hundred Rupees only**) the details of which is been given in the Annexure attached below.

Place/Transfer: Your present place of posting will be at **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, at the sole discretion of the Management.

Leave: You will be eligible to the benefits of the Company's Leave Rules on your confirmation in the Company's Service.

Work Duties: The company may depute you for any assignments or change your duties, reporting, responsibilities or designation from time to time or assign your services to any associate company, division, branch, office, subsidiary or other companies, concerns, organizations, or firms with whom the company may make any such arrangement or agreement.

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. By such posting, you will be governed by the terms and conditions of service applicable to the new assignment. Further, in the course of your employment, you may be required to undertake such travel as may reasonably be required in connection with the performance of your duties

You are responsible to handover the stocks, material or any other company property before leaving the organization.

You agree and acknowledge that the company reserves the right to vary your roles and responsibilities, from time to time to meet its business objectives.

Probation/Confirmation: A probation period will apply for the first 3 months of your employment. At the end of the aforesaid period, you will be informed on your conduct and performance and if satisfactory, you will be confirmed in the appointed position. However, the Management reserves the right to curtail or extend the probation period in applicable cases. If, during the probation period, the company determines that you are unfit for employment, company will terminate your employment without any advance notice and with no compensation whatsoever. In such case, it will be liable only for payment for the number of days worked by you for specific roles, clearing the role specific training programs will enable you to continue the probation period, failing to clear the training programs would lead to termination without notice pay.

Absence for a continuous period of Seven days without prior approval of your superior, (including overstay on leave / training) would result in your losing your lien on the service and the same shall automatically come to an end without any notice or intimation.

Provident Fund: Both the company and you shall contribute to your provident fund account in accordance with the prevailing statutory requirements and applicable law

Gratuity: You are eligible for payment of gratuity in accordance with the statutory provisions after completion of 5 years in the company.

Personal Information: It is your responsibility to notify the company of any changes in your personal information (like address, contact phone number, additional qualifications, marital status, change of nomination, passport details etc.) within 3 working days.

If any information furnished by you in your application for employment or during the selection process, whether with the company or your predecessor employer, is found at any time during your employment to be incorrect or false, and /or if you have suppressed material information regarding your qualifications and experience, the company may terminate your services without notice or compensation.

Separation & Termination: You may terminate your employment by providing, in advance of 60 DAYS (2 months) notice with written letter or in an E-mail. You shall not be entitled to terminate earlier without serving notice period, except in the event the company is acceptable to the same. The company in such circumstances, as a condition for acceptance of earlier termination, may order payment by you of amount equal to proportionate amount of salary payable for such days by which the notice period has gotten reduced. The company will normally continue employment during the notice period. It is the Company's prerogative however, to immediately accept the resignation. Any leaves taken during Notice period may result in extending the notice period to that effect. Privilege leave can be availed during notice period only in case of emergencies and with prior approval from the manager, except on the last working day. In case of a business impact due to such leaves during notice period, notice period may be extended by same number of days. Unauthorized absence or Absence without permission from duty for a continuous period of 3 days, company may construe this as an act of abandonment and will proceed with Absconding process as per the HR policy. In such case your employment shall automatically come to an end without any notice of termination or notice pay. Company will recover the notice period pay from pending settlement and post that F&F settlement will be done.

The company may terminate your employment by giving 30 days of advance notice or salary in lieu of notice in case of performance issues or business un-certainties. In case any employee is asked to leave the organization due to performance issues and further to the completion of the

PIP (Performance Improvement Plan) process, the reporting manager shall ask the employee to initiate resignation. In case of such attrition the relieving date shall be decided by the reporting manager of the employee and no recovery shall be done for the short-fall in notice period if any.

In case of employees in PIP, termination may come into immediate effect once the PIP period over and if the desired performance levels are not met by the employee. In such case, company is liable only for payment for the number of days worked by you.

In case of employees in PIP, termination may come into immediate effect once the PIP period over and if the desired performance levels are not met by the employee. In such case, company is liable only for payment for the number of days worked by you.

Before you leave the company, you may be requested to attend a face-to-face exit Interview with your manager and HR department representative and complete such other procedures as may be specified in the rules and regulations of the company. You are also requested to complete the exit check form and follow through the separation processes and procedures on the last working day with the company.

All company property must be returned to the HR Department / Reporting Authority including but not limited to office keys, building pass, security card, cabinet keys, corporate/membership cards, laptop, computer, mobile, tablet, mobile SIM, company visiting cards, internet data card, all records and documents, including copies thereof, and any other properties which have been provided to you by the company.

Company to withhold the whole or any part of the full and final settlement, if the employee is found to have acted in contravention of any of the employment terms (including the duty to work in the best interests of Company).

You will retire in the normal course from the services of the company at the end of the month in which you attain the age of retirement, which is 58 years.

Any changes to the separation and termination conditions would be updated and published under the “Separation Policy” document. Kindly refer to the same for latest updates

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 Following are the terms and conditions associated with your offer of employment.

Intellectual Property: You agree that all intellectual property, including without limitation, inventions, improvements, discoveries and copyrights (“Intellectual Property”) made from the date hereof, either by yourself or jointly with any other person(s), which relate to or are connected or are capable of being used in connection with the company’s business activities, is and will become the sole property of the company.

You shall disclose fully to the company such Intellectual Property and any Inventions (as defined below), and at the request and at the expense of the company, take such steps as may be necessary for the company to obtain applicable protection for such Intellectual Property and Inventions. You shall, at the expense of the company (but for no extra consideration), assign absolutely and beneficially all such Intellectual Property (including in connection with the Inventions) to the company or as it may direct.

You hereby further acknowledge that you do not have any right, claim, interest in any Intellectual Property owned or used by the company.

Company Policies & Regulations: You must comply with all directions given by the company and you must observe all existing rules, regulations, policies, procedures, practices and arrangements pertaining to the management of the company's properties, works, business and the conduct of the company's employees.

Compliance & Code of Conduct: You are required to observe all relevant corporate policies and regulations which are now in force, or from time to time, published or laid down by the company. Situations that have not been envisaged could arise and the company reserves the right to modify, revoke, suspend, terminate or change in whole or in part, at any time, with or without notice any information in relation to these policies.

Compliance with the company's Code of Conduct is a condition for continued employment and part of your performance appraisal. You should note that no gifts in cash or in kind may be offered to or accepted from any person in the employment of, or connected with, any of the company's employees, clients or the public.

Rules, Regulations & Confidentiality: During the period of your employment with the Company, you will devote full time to the work of the Company. Further, you will not take up any other employment or assignment or any office, honorary or for any consideration, in cash or in kind or otherwise, without the prior written permission of the Company.

1. You will not (except in the normal course of the Company's business) publish any article or statement, deliver any lecture or broadcast or make any communication to the press, including magazine publication relating to the Company's products or to any matter with which the Company may be concerned, unless you have previously applied to and obtained the written permission from the Company.

2. You will be required to maintain utmost secrecy in respect of Project documents, commercial offer, design documents, Project cost & Estimation, Technology, Software packages license, Company's polices, Company's patterns & Trade Mark and Company's Human assets profile.

3. You will be required to comply with all such rules and regulations as the Company may frame from time to time.

4. Any of our technical or other important information which might come into your possession during the continuance of your service with us shall not be disclosed, divulged or made public by you even thereafter.

5. If at any time in our opinion, which is final in this matter you are found non- performer or guilty of fraud, dishonest, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission or any other conduct considered by us deterrent to our interest or of violation of one or more terms of this letter, your services may be terminated without notice and on account of reason of any of the acts or omission the company shall be entitled to recover the damages from you.

6. You will not accept any present, commission or any sort of gratification in cash or kind from any person, party or firm or Company having dealing with the company and if you are offered any, you should immediately report the same to the Management.

7. This appointment letter is being issued to you on the basis of the information and particulars furnished by you in your application (including bio-data), at the time of your interview and

subsequent discussions. You have been offered this appointment letter on the basis of personal particulars and other information furnished by you. If, in the future, the Management finds that you have suppressed facts or have furnished wrong information, this appointment will be automatically declared null and void. In the event of any act of dishonesty, involvement in criminal offense or any misconduct or upon any breach of the terms mentioned above, your services can be terminated without giving any notice

8. You will be responsible for safekeeping and return in good condition and order of all Company property, which may be in your use, custody or charge.

Governing Law: This Letter of Employment and the rights, duties and liabilities of the parties hereto shall be construed in accordance with and be governed by the laws of India. Disputes between the company and the Employee shall first be sought to be resolved amicably in accordance with the rules and regulations of the company. Any disputes that cannot be resolved through amicable discussions shall be subject to the jurisdiction of courts in Hyderabad, Telangana.

The provisions of this agreement may be amended, supplemented or waived only by the written agreement of the parties.

If you are agreeable to the above, please acknowledge your acceptance of this Employment Agreement, and its terms and conditions, by signing the copy and returning it to the HR Department under a **PRIVATE & CONFIDENTIAL** cover within 2 days from the date of this letter.

The company reserves the right to amend, add or delete any of the employment terms, including remuneration, due to change in company policy from time to time. Changes of company policy of this nature will be announced in writing and circulated as internal memoranda or displayed on notice boards.

Please sign and return to the undersigned the duplicate copy of this letter signifying your acceptance.

We welcome you to The **FarmGreen Agritech India Private Limited** family and look forward to your contributions to our success.

The Company, at its discretion, modify, from time to time, the rules and regulations, as it deems fit, without notice.

With best wishes,



For FarmGreen Agritech India Private Limited
Authorized Signatory

Annexure

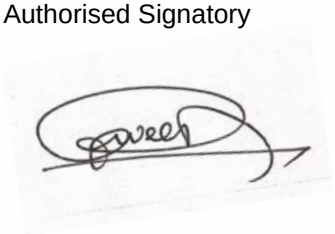
To

Mrs. Peranampattu Jacintha
Address: H.no.8-3-228/431, Rahmathnagar, Yousufguda, Hyderabad

SALARY BREAK-UP:

Name	**Peranampattu Jacintha**	
Designation	**Junior Agrnomist**	
Base Location	**Hyderabad**	
Function	**Agronomy**	
Type of Pay	**CTC**	**Per Month**
Basic	₹ 78,000	₹ 6,500
Conveyance Allowance-Travel Allowance	₹ 42,900	₹ 3,575
House Rent Allowance	₹ 31,200	₹ 2,600
Medical Allowance	₹ 0	₹ 0
Executive Allowance	₹ 29,500	₹ 2,458
Total Earnings	**₹ 1,81,600**	₹ 15,133
Performance Based Variable Pay		
Performance Pay (100%)	₹ 36,000	₹ 3,000
Grand Total	**₹ 2,17,600**	₹ 18,133

Authorised Signatory



For FarmGreen Agritech India Private Limited

List of Document to be attached with this letter.

1. A copy of resignation letter submitted to your present employer within next 7 days.
2. Attested copies of educational certificates/ testimonials.
3. Previous employer's appointment letter(s).
4. Previous employer's salary certificate/pay-slip.
5. Release letter of present employer must be submitted at the time of joining duty.
6. Bio-Data Form which is to be filled in and signed by you.

Apart from above documents one signed copy of Offer letter to be submitted for the confirmation on acknowledgement.

Name:

Date:

Signature:

FarmGreen Agritech India Private Limited

Registered Office: 1st Floor, H.No: 23-06-258, Hunter Road, New Shayampet, Hanamkonda, Warangal, Telangana - 506 001

Corporate Office: Flat No; G12, H.No: 6-3-652, Druvatara Apartments, Somajiguda, Hyderabad, Telangana - 500 072. Phone: 040 6618 1866

Website: www.napanta.com, **Mail:** support@napanta.com

CIN: U01110TG2018PTC123738 GSTN: 36AADCF3685Q1ZX

GISFY PRIVATE LIMITED
Phoenix Tech Tower, Uppal,
Hyderabad, Telangana
CIN: U74999UP2016PTC087694
azohar@gisfy.co.in / www.gisfy.co.in

To,

Ms. Nikhila Polam,

2-69/48/51, Rajesh Nagar Colony,

Chengicherla, Hyderabad, TL - 500092

Date: Oct 28, 2022

Appointment Letter

Dear Ms. Nikhila Polam,

This is with reference to the interview you had with the undersigned to work in our organization, we are pleased to appoint you as Intern Software Engineer at GISFY Private Limited.

We take this opportunity to thank and appreciate your decision to join GISFY Private Limited. You are requested to join on or before Nov 21st, 2022.

Your salary will be Rs. 15,000 INR/Month. Deduction and bonus will be as per company rules. Usual shift will be for minimum 9:30 hours from 10:00 AM to 7:30 PM (six days a week).

As Confirmation of your acceptance, please sign the duplicate copy of this offer cum appointment letter and submit the same.

Yours Sincerely,
For GISFY Private Limited.

I have read and understood the above and hereby accept the same without any reservation.

Signature

ICRISAT INTERNATIONAL CROPS RESEARCH INSTITUTE FOR THE SEMI-ARID TROPICS

12 August 2022
LSU No: 7303

Ms Shruthi Kanaparthi
Intern
Research Program – Accelerated Crop Improvement

Dear Ms Shruthi,

We are pleased to inform you that your present association as Learner-participant at Learning Systems Unit (LSU), ICRISAT has been extended from 16 August 2022 to 15 November 2022.

Supervisor: Dr Kuldeep Singh, Consultant-Head Genebank, Research Program-Accelerated Crop Improvement.

Stipend: You will be self-supported for all your travel, accommodation, and food expenses.

Your research affiliation would automatically expire on the last date as mentioned above, unless and until advised in writing by an authorized signatory of LSU, ICRISAT.

All other terms and conditions applicable to you as per LSU guidelines will remain the same.

With best wishes,

Regards,

Kunal Sarkar
Director
Human Resources Services

Shruthi. K
111718012071
BSc. (Hons) Agri Sci & RD
9346042425
Shruthi. K

Headquarters:
Patancheru 502 324, Telangana, India
E-mail icrisat@cgiar.org
www.icrisat.org

1

SITEL INDIA PVT.LTD
BOOMERANG, Unit No. 501, Wing A & B
Fifth Floor, Chandivali Farm Road
Andheri East, Mumbai - 400072

PAYSLIP FOR THE MONTH OF JUNE 2022

Emp Code	1570114	**Emp Name**	THATIPARTHI ANITHA LEENA		
Department	Hyderabad-Affirm	**Cost Center**	4000-IN4F-1000	**PF No.**	
Location	HYDERABAD	**Designation**	Customer Service Professional - Trainee	**ESI No.**	
Date of Birth	04-08-2000	**Bank A/c No**	020201596538	**Pan No.**	PANNOTAVBL
Date of Joining	17-06-2022	**Gender**	F	**EPS No.**	
UAN					

Regime Type	Old Regime

Earnings	**Amount**	**YTD**	**Deductions**	**Amount**	**YTD**
BASIC	3,810.00	3,810.00	PROVIDENT FUND	686.00	686.00
HOUSE RENT ALLOWANCE	1,905.00	1,905.00	ESI	58.00	58.00
ADVANCE STATUTORY BONUS	1,021.00	1,021.00			
CUSTOMER HANDLING ALLOWANCE	1,904.00	1,904.00			
Total Earnings	8,640.00	8,640.00	**Total Deductions**	744.00	744.00

Net Pay : Rs. 7,896.00

In Words Rupees Seven Thousand Eight Hundred and Ninety Six Only.

Days In Month (A)	**Arrear Days (B)**	**LOPR Days(C)**	**LOP Days (D)**	**Net Days Worked (E = A + B + C - D)**
30.0	0.0	0.0	0.0	14.0

Food coupon will pay by Separately Via meal card
Food coupon will pay by Separately Via meal card

This document contains confidential information. If you are not the intended recipient you are not authorized to use or disclose it in any form.
If you received this in error please destroy it along with any copies and notify the sender immediately.

Date:01/12/2022.

Blueleaves Farms,

Suite 102 Pinnacle Towers, Rd Number 6,

IDA, Nacharam

Hyderabad, Telangana – 500076.

Dear Divya Goud Vangala,

Please refer in the meeting we had with you. We are pleased to offer you an appointment in our company as an **"Intern"** for a period of two months starting from :01/12/2022**.** You will be at **Nacharam, Hyderabad** on joining.

Your appointment will be subject to the terms and conditions indicated in "Annexure - A" attached and the Rules and Regulations of the company prevailing from time-to-time. Details regarding your stipend and other allowances & perquisites.

We hope to provide you a challenging and rewarding Career ensuring a high level of job satisfaction and sample opportunities for career development.

Please return the duplicate copy of this letter duty signed as an acceptance of our offer of appointment along with terms of appointment (Annexure – A), details of perquisites duty executed by you on the day of your joining (i.e., :01/12/2022).

With Best Wishes,

Bhaskara Reddy .M,

Operations Manager.

Terms of Appointment

Every appointment with be subject to the Rules and Regulations of M/s. **Blueleaves Farms** enforce and as amended from time to time. Where the company changes or introduces policies and procedures in relation to its staff members these will be deemed to apply to the employment.

Whilst employed with the company:

- The staff member shall not undertake any other employment or engage in any external activities without prior written approval of the company.
- The staff member shall carry out all duties and responsibilities assigned from time to time by the management and/or others authorized by the company to assign such duties and responsibilities.
- The staff member shall not at any time or times without the consent of the company in writing disclose divulge or make public except under legal obligations any of the processes, accounts, transactions and dealings of the company whether the same is communicated and/or becomes known to the staff member in the course of services or otherwise. All information that comes to the knowledge of the staff member by reason of the employment with the company shall deem to be confidential.
- The staff member will be responsible for the safe keeping and return in good condition in of all company's belongings which may be in your use custody or charge including proper handing over of the assignment (s) at hand.
- The staff member will keep us informed of any charge in the residential address as, the address mentioned in over CV will be deemed as residential address unless there is a written communication from you.
- All payments will be made in accordance with the income tax laws.
- The staff member shall be required to apply and maintain the highest standards of personal conduct and integrity with all company policies and procedures.

The contract of appointment shall be deemed to have executed in Hyderabad, Telangana and the staff member shall be under the administrative control of the Corporate as well as Head Office even though such staff member may be servicing outside Hyderabad. In case of any

dispute or difference regarding terms and conditions of the appointment the cause of action would be deemed to have arisen with the Jurisdiction of the State of Telangana.

I shall abide by the above terms and conditions.

Divya Goud Vangala

(Signature and Date)

"Annexure - A"

Details of Perquisites & Allowances:

Name	-	**Divya Goud Vangala**
Designation	-	**Intern**
Location	-	**R and D Facility, Nacharam Hyderabad**
Stipend	-	INR **5,000** per month.
Date of Joining	-	**01/12/2022.**

Bhaskara Reddy .M,

(Signature and Date)

Operations Manager.

सीएसआईआर - राष्ट्रीय पर्यावरण अभियांत्रिकी अनुसंधान संस्थान
[वैज्ञानिक तथा औद्योगिक अनुसंधान परिषद]
नेहरू मार्ग, नागपुर – 440020

दिनांक : 16/09/2022

सं. 43(6)/2022/भ. एव. मू.

सेवा में ,

Mr. Ranjit M,
G-3, Surya Dev Apts, 51-56, S P Colony Road No.-3,
Tirumelgherru, Secunderabad 500015

विषय : परियोजना संख्या CNP-2393 (07) "Comprehensive Ground water Quality Assessment and Poluution..." के अंतर्गत परियोजना सहायक के रूप में नियुक्ति का प्रस्ताव। (PA-180)

महोदय/महोदया,

मुझे आपसे यह कहने का निदेश हुआ है कि "परियोजना हेतु भर्ती एवं मूल्यांकन समिति" की दिनांक 23.08.2022 को सम्पन्न हुई बैठक में की गई सिफ़ारिश के आधार पर निदेशक, सीएसआईआर - राष्ट्रीय पर्यावरण अभियांत्रिकी अनुसंधान संस्थान, नेहरू मार्ग, नागपुर ने निम्न विवरण के अनुसार, आपको परियोजना सहायक के रूप में पूर्णतः अस्थाई तौर पर, कार्य करने की सहर्ष अनुमति प्रदान की है :

1.	नाम	:	श्री रंजीत एम /Mr. Ranjit M
2.	पदनाम	:	परियोजना सहायक
3.	कार्यावधि	:	कार्यारंभ की तिथि से 31/08/2023 तक या परियोजना की अवधि की समाप्ति की तिथि या संलग्न शर्तों में वर्णित पाँच वर्ष के पूरा होने तक, जो भी पहले हो।
4.	पद की प्रकृति	:	पूर्णतः अस्थाई
5.	समेकित राशि	:	रु. 20000/- प्रतिमाह + HRA

यदि आप संलग्न निबंधन एवं शर्तों पर, इस अनुबंध को स्वीकार करने के इच्छुक हैं तो कृपया **इस पत्र की प्राप्ति की तिथि से सात दिनों के अंदर** अपनी स्वीकृति की सूचना निम्नलिखित पते पर प्रेषित करें :

वैज्ञानिक तथा प्रमुख, हैदराबाद क्षेत्रीय केंद्र, हैदराबाद (HZC), सीएसआईआर –नीरी, भारतीय रासायनिक प्रोद्योगिकी संस्थान परिसर, उप्पल रोड, हैदराबाद – 500 007

आपसे आग्रह किया जाता है कि आप, तत्काल, परंतु किसी भी स्थिति में इस पत्र की प्राप्ति के एक माह के भीतर कार्य हेतु रिपोर्ट करें अन्यथा इस संबंध में बिना किसी अन्य सूचना के इस प्रस्ताव को रद्द माना जाएगा।

भवदीय

डी. पी. चौधरी 16/9/22

(डी.पी. चौधरी)
अनुभाग अधिकारी
भर्ती एवं मूल्यांकन अनुभाग

o/c

संलग्न :

1. नियुक्ति प्रस्ताव की निबंधन एवं शर्तें
2. नियुक्ति की निबंधन एवं शर्तों की स्वीकृति का प्रारूप
3. अभ्यर्थी द्वारा दिये जानेवाले वचनबंध का प्रारूप
4. चरित्र प्रमाण-पत्र का प्रारूप
5. स्वास्थ्य प्रमाण-पत्र का प्रारूप

Name : M. Srikanth Goud
VID : 1117180/2093
Dept : Bsc. Agriculture
Course : Bsc. Agriculture Science & RD (Hons)
Email : srikanthmaddela777@gmail.com
Ph No : 9542710777

Aug 25, 2022

SURYAPET DISTRICT
BALAJI NAGAR
Hyderabad
Telangana
INDIA-508213

Dear SRIKANTH GOUD,

We are pleased to offer you a position of **SEED TESTER** with **AGRO SEED COMPANY PVT.LTD** (hereinafter referred as "Company). This offer of employment is for a regular, full-time position based in **Hyderabad** . You will be reporting to .

Please note that the terms of employment detailed in this document and annexure are confidential. These contents should not be disclosed to third parties without prior approval from the Company.

1. Compensation

Your CTC will be **INR 150000**

a. Salary/Benefits: Your annual gross salary will be **INR 145000**. Break-up of salary is attached in Annexure - A. During the term of your employment, you will be entitled to the benefits provided by the applicable Indian labor and employment laws and you will be eligible to participate in all of the Company's employee benefits plans as such are adopted by the AGRO SEED COMPANY PVT.LTD . The Company shall reserve the right to modify, amend or terminate any employee benefits at any time for any reason, without compensation for any such change or discontinuance.

2. Terms and Conditions of Employment

Your employment with us will be governed by the specific terms and conditions referred to in Annexure - B.

3. Commencement of Employment

You are required to commence employment on **Sep 05, 2022**. This offer is not valid beyond the said date unless the date is extended by the Company and communicated to you in writing.

4. Probation period

The employee has to undergo a probation evaluation for three months from the day of joining. Once the employee successfully completes the probation period the employee status is confirmed to a full-time employee of the Company. The salary structure during the probation period is mentioned in the Annexure - A.

5. Document Submission Requirements

You are requested to report on your date of commencement of employment (as mentioned in clause 3 above) to complete the joining formalities. At the time of joining, you are requested to submit the documents as per Annexure - C.

6. Employment Invention Assignment Agreement

You will be required to execute and be bound by an Employment Invention Assignment Agreement to you as in Annexure - D. The Employment Invention Assignment Agreement shall coexist with Employment Agreement.

7. Entire Agreement

This letter agreement (together with the agreements and annexures referred to herein) supersedes any prior agreements, representations or promises of any kind, whether written, oral, express or implied between you and the Company with respect to the subject matters herein. This letter (together with the agreements and annexures referred to herein) may not be modified or amended except by a written agreement, signed by the Company and by you.

To indicate your agreement with all terms and your acceptance of this offer, please sign the duplicate copy of the offer on all sheets at the bottom on the right corner and return the same to AGRO SEED COMPANY PVT.LTD . Also, please provide the date you will commence employment with AGRO SEED COMPANY PVT.LTD . Once you accept this offer and join the Company, this letter will serve as your formal Appointment Order.

ffreedom

080 6941 5400
India's No:1 Livelihood Education Company

NagaSenaReddy
BSc Agriculture
nagasenareddy yaraboto
4321@gmail.com
7285998299.

Selection Letter

Dear Y.Naga Sena Reddy,

Congratulations!

We are happy to inform you that you have been selected for the role of **Relationship Manager - Telesales (Work from Home) Suvision Holdings Pvt Ltd**. The salary offered is **CTC Rs- 12000/-** (Net take home after deductions is Rs-11111/-)

The details and basic terms & conditions of your employment is as follows.

1. **Date of joining:** Your date of joining the company's services is 25-07-2022.
2. **Working days:** Monday to Saturday (6 days working).
3. **Attendance policy and working:**

You will receive Rs 22,000 Salary per month which includes, Rs 12,000 fixed salary, Rs 3,000 attendance allowance.

3.1 Rs 12,000 fixed salary will be paid based on your attendance - You will be receiving your salary every month based on your attendance & talk time. You will have to punch in to the CRM before 9AM by updating the tasks planned for the day in the notes section and will have to punch out only after 6PM by updating the tasks completed for the day in the notes section on all working days. You will have to achieve min 4 hours of talk time for every working day, which means if you are working for 25 days in a month, you will have to achieve min 100 hours of talk time. If you achieve less than 2 hours talk time on any day, it will be considered as Leave; if you achieve between 2-3 hours of talk time then it will be considered as 0.5 day present, if you achieve between 3-4 hours of talk time then it will be considered as 0.75 day present and if you achieve more than 4 hours of talk time then it will be considered as full day present..

3.2 You will receive Rs 3,000 attendance allowance if you are present for min 24 days in a Month

Your monthly salary calculated as below,

3.1 **If you are present for 24 days in a Month & if you don't achieve Rs 1 lakh gross revenue-** You will receive Rs 12000 + Rs 3000 attendance allowance after deduction of applicable PF, PT & Gratuity

3.2 **If you are present for 24 days in a Month & if you achieve Rs 1 lakh gross revenue** - You will receive Rs 12000 + Rs 3000 attendance allowance + Rs 7000 Performance allowance after deduction of applicable PF, PT & Gratuity.

3.3 **If you are not present for 24 days in a Month & if you don't achieve Rs 1 lakh gross revenue** - You will receive fixed salary (Rs 12000*number of present days/total working days in the month)

Huemn Interactive Private Limited

Congratulations!

08 Dec 2021

SADDI NANDINI

We are pleased to offer you the position of **FILIM EDITOR.**
Your annual CTC will be ₹3,60,000.

We look forward to you, joining us on or before **23 December 2021**
Your employment will be based on the following terms & conditions of Vijayeesam & Co.

- You will report to Mr. **Vijay** or anyone whom he may depute.
- Your total fixed Cost to the Company would be **₹3,60,000** (Three Lakhs Sixty Thousand only).
- Your employment is based out of **Bangalore**, **India**. During your course of employment, you may be required to work at other offices. Such transfers are at the sole discretion of the company.
- The company's core hours of operation is **Monday to Saturday** from **09:00 am to 06:00 pm** & remaining hours being as flexible. However, working hours are irregular during meetings which is informed in short-notice.
- You'll be in a **probationary** employment for a period of **3 month** from the joining date. You will be confirmed as a full time employee upon completion of this period. Employment can be terminated during the probation period at the sole discretion of the employer without any prior notice. A salary appraisal will be provided after probation period only.
- You shall be entitled to **21 casual leaves** per year, after your probation period. If you are absent for more than **7 days** without prior notice, the company has the sole discretion to terminate your services.
- Your employment contract can be terminated by the company by giving a notice of **30 days**. If you initiate the termination, the same 90-day notice shall apply.
- All Intellectual Property developed or obtained by you during the course of your employment shall be **owned by** and **belong exclusively** to the company.
- You will be responsible for the **safe keeping** & **good condition** of all the company's property entrusted to you, failing which, the company reserves the right to deduct the cost of such articles from your dues.
- You shall **not engage** in any form of employment (full time, internships or freelance), consulting or business activity, related to the business in which the company is involved.

Salary Breakup

Earnings	PER ANNUM	Deductions	PER ANNUM
Basic Pay	₹ 3,60,000	Provident Fund	NA
House Rent Allowance	0	Professional Tax	0
Travel Allowance	0		
Medical Allowance	0		
Special Allowance	0		

Total Fixed Earnings **₹ 3,60,000**

We hope that you find the terms of this offer acceptable and look forward to working with you. We request that you indicate your acceptance by signing and returning a copy of this letter. This offer will remain open and valid for a period of **3 days**.

Vijay Eesam

Founder & CEO • Vijayeesam & Co

ACKNOWLEDGEMENT

I accept your offer of employment and will report on _____.

SADDI NANDINI



> **Alone we can do so little.**
> **Together we can do so much.**
>
> HELEN KELLER

Documents Required

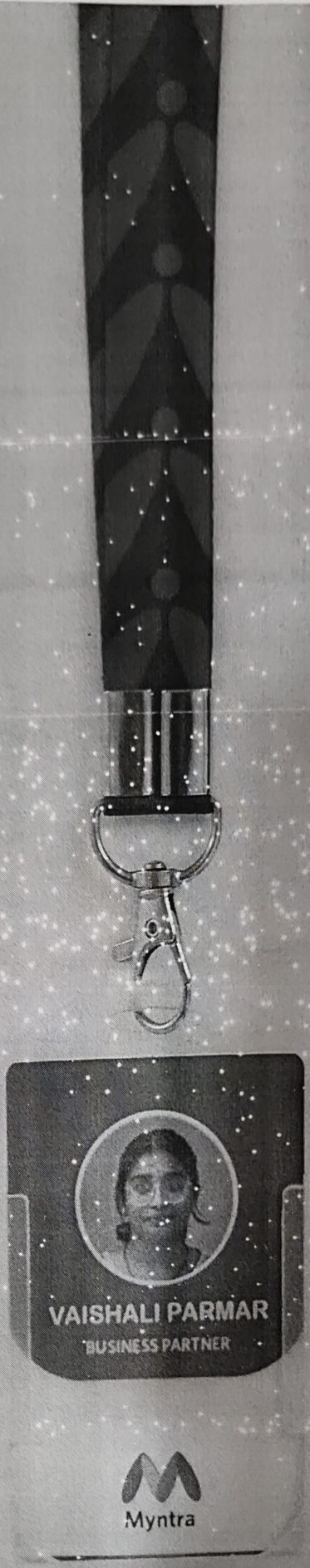
The following information/documents are required to be submitted on the date of joining. Also, please send the attested scanned copies of each of these to **hr@eesam.com**

- Aadhaar Card
- Pan card
- Bank Account Details
  Including IFSC code.
- Address Proofs
  Current & permanent.
- Passport
  First & last pages.
- Emergency Contact Number
- Passport-size Photograph
- Relieving Letters
  From last 2 employers, as applicable.
- Experience Letters
  From all previous employers.
- Pay Slips for the last 3 months
  Or salary certificates
- Driving License, Voter ID card or Aadhaar

Susanna Gracia Paul
1117190270008
susanna.paul23@gmail.com
7981715073
BSc Multimedia and animation



vaishali parmar
111719027010
vaishaliparmar5956@gmail.com
6264139779
BSc Multimedia and animation



Scanned with OKEN Scanner

ANAGRAM

3rd Floor, Survey
No.6, Whitefields,
Kondapur,
Hyderabad,
Telangana 500084

B. Jonathan David
111719027017
8074260579
B.Sc Multimedia & Animation
Jonathandavid94@yahoo.in

5th April 2022
Hyderabad

Employment Offer

Dear B. Jonathan David

Further to our discussion, We are pleased to offer you the role "**Graphic Designer**" at Anagram. We believe your skills and experience will help amplify Anagram's market positioning and offering.

We would want you join us in office located at Kondapur, Hyderabad from **1st May 2022** onwards.

Total Annual CTC: **INR 4,20,000 /-**

The probation period is 3 months. Post your probation period, based on mutual understanding new roles and responsibilities will be rolled out.

We trust our relationship will be guided by a quest for excellence in all facets of our interactions as well as based on a foundation of mutual respect and sincerity in all dealings.

Please endorse your acceptance by duly signing this letter.

Welcome aboard!

Warm regards,

Fahad Rai

Co-Founder & CEO - Anangram Media & Marketing, Hyderabad

ANAGRAM

3rd Floor, Survey
No.6, Whitefields,
Kondapur,
Hyderabad,
Telangana 500084

5th April 2022
Hyderabad

Employment Offer

Dear Delwin Manuel Correya,

Further to our discussion, We are pleased to offer you the role "**Graphic Designer**" at Anagram. We believe your skills and experience will help amplify Anagram's market positioning and offering.

We would want you join us in office located at Kondapur, Hyderabad from **1st May 2022** onwards.

Total Annual CTC: **INR 4,20,000 /-**

The probation period is 3 months. Post your probation period, based on mutual understanding new roles and responsibilities will be rolled out.

We trust our relationship will be guided by a quest for excellence in all facets of our interactions as well as based on a foundation of mutual respect and sincerity in all dealings.

Please endorse your acceptance by duly signing this letter.

Welcome aboard!

Warm regards,

Fahad Rai

Co-Founder & CEO - Anangram Media & Marketing, Hyderabad

Terms and Condition

Commencement of Employment

1. You will be governed by the rules, regulations and other Company policy (together with the " Company Policy ") of Anagram as applicable , enforced , amended or altered from time to time during the course of your employment.
2. The offer will be null and void if you do not respond within 5 days of the letter or if you fail to join on the agreed date.
3. Upon the commencement of employment, you would be required to submit all the photo copies of the documents as outlined below.

Documents to be submitted

1. Relieving letter from your current employer. (Only if applicable)
2. Salary details of your current employment. (Only if applicable)
3. Letter(s) supporting prior work experience.
4. Certificates of educational qualifications.
5. 2 passport size photographs in colour.
6. Pan Card.
7. A government issued ID proof.

Duties and Obligations

1. You agree that you shall perform your duties, as may be assigned to you from time to time, with diligence, devotion and discretion.
2. You will reporting to the Founder directly.
3. Your roles and responsibilities will be given/explained by your reporting manager.

Termination of Employment

1. Your appointment will be subject to the verification of your credentials, testimonials and other particulars mentioned by you in your application at the time of your appointment. If the particulars given by you are in any way found to be inaccurate or misleading , your employment shall be deemed to be automatically cancelled and your services will be terminated.

Notice Period

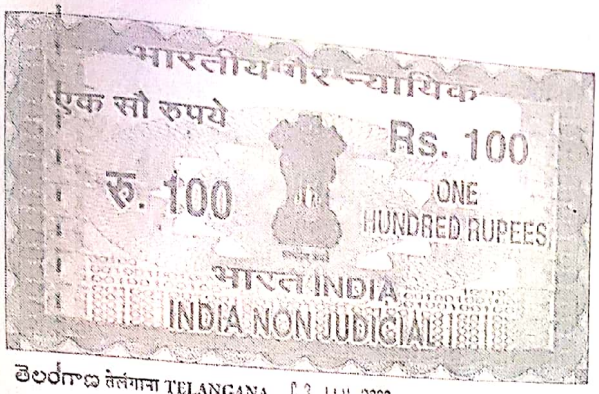
1. Upon the decision of leaving the company , a notice period of 60 Days (2 Months) has to be served.

Signature: 

Name: DELWIN MANUEL CORREYA

Date: 11/04/2022

111719027038
Ved Sinha
Multimedia & Anı.
7981766070
vedsinha010@gmail.com



తెలంగాణ TELANGANA 03 JAN 2023 AS 859790

SL No: 048 Date: 3/1/2023 Rs: 100/-
Sold to: VARUN
S/o.D/o.W/o: SUGAL C/o Hyd
For Whome: - SELF -

JILLA VANI
Licence No.16-06-014/2019.
RL No: 16-06-027/2022
Address # 6-6-41/12,
Kavadiguda, Secunderabad.
Ph No: 9290110888

Partnership Deed

THIS INDENTURE OF PARTNERSHIP IS MADE ON the 3rd day of January 2023 between

AMAN MAHEBUBALI MARGHANI aged 23 years S/o MAHEBUBALI MARGHANI R/o Lilly-B-103, Garden housing society, Kompally, T.S. 500014 (hereinafter called the 'First Party')

AND

MANDHA SNEHA aged 22 years, D/o MANDA SANGAMESHWAR R/o H.no. 4-104, Near Indira Gandhi statue, Kanukunta, Gummadidala, Sangareddy 502313 (hereinafter called the 'Second Party')

AND

VARUN GUPTA aged 22 years, S/o JUGAL KISHORE GUPTA R/o 6-295/2, Vijaya bankes, Bandha Nagar, Jeedimetla, Medchal- 503055 (hereinafter called the 'Third Party').

AND

VED SINHA aged 21 Years, S/o VIVEK SINHA R/o 7-93/113, Gajendra Nivas, Maruthi Nagar, Gandhiguda, Nagaram T.S. 500083 (hereinafter called the 'Fourth Party').

WHEREAS the parties hereto have agreed to commence business in partnership and it is expedient to have a written instrument of partnership.

B. NARAYANA Appointed by the Govt. of AP GOMs No. 486 Sl.No. 45 NOTARY



తెలంగాణ TELANGANA 03 JAN 2023 AS 859789

SL No: 047 Date: 3/1/2023 Rs: 100/-
Sold to: VARUN
S/o.D/o.W/o: SUGAL C/o Hyd
For Whome: - SELF -

JILLA VANI
Licence No.16-06-014/2019.
RL No: 16-06-027/2022
Address # 6-6-41/12,
Kavadiguda, Secunderabad.
Ph No: 9290110888

WHEREAS the parties hereto have mutually agreed to continue the business of M/s Penuja Marketing and Advertising Agency at 7-93/113, Gajendra Nivas, Road no. 4, Maruti Nagar, Gandhiguda 500083 and to share the profits and losses of the said business in partnership between themselves and they have with that object constituted themselves into a firm of partners under the name and style of M/s Penuja Marketing and Advertising Agency.

The terms and conditions agreed to by and between the parties hereto witnesses:

1. The duration of the firm shall be at the will of all the partners.
2. The capital of the firm is fixed at Rs. 100,000 only which has been contributed by the partners as follows:
   a) First Party Rs 25,000
   b) Second Party Rs 25,000
   c) Third Party Rs 25,000
   d) Fourth Party Rs 25,000

Provided that the partners may by mutual agreement increase or decrease the capital and their respective contributions thereto. The partners by mutual consent may raise capital by way of loans if considered expedient.

B. NARAYANA Appointed by the Govt. of AP GOMs No. 486 Sl.No. 45 NOTARY

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Ved Sinha
11171902 7038
Multimedia & Ani.
7981766070
vedsinha010@gmail.com

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About us - Cine S...
cinesays.com

So, if you are a person who is a movie buff or a die-heard K-drama fan, make sure to follow our site cinesays.com

Team Cine Says



Ved Sinha

Team Leader

Ved Sinha brings out the best out of all. His main vibe is to create a joyful environment whereever he goes. He never steps back to learn something new, this is what makes him more adaptable.

Ketto ketto.org
She needs surgery to heal
Open

make him stand back to reach the scale

Scanned with CamScanner

12 Apr 2022

To

M Alekhya,
Hyderabad.

OFFER LETTER

Dear **Alekhya,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **M Alekhya**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

ANNEXURE I

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	Annual (INR)
(A) Annual Fixed Compensation	3,00,000/-
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	25,500/-
Maximum Annual Total earning potential(A+B)	3,25,500/-
(C)# Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 11,300/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C)	INR 341800/-

(D)##Additional Discretionary Reimbursements Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(E)Optional opportunity to participate in the Employee Share Purchase Plan Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms.Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. The Company may, at any time and in its sole and absolute discretion,

GreyCampus

Ref: GC-CR-2022-096

Dated:26th May 2022

Dear Bachu Madhuri,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

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We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,



VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

GreyCampus

Ref: GC-CR-2022-098

Dated:26th May 2022

Dear Gunde Sravani,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

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We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,



VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

28 June, 2022

Ms. Samskruthi Kalva
#4B, Moksha Apartments,
Registration Colony,Yapral, Near Best Buddies Bakeryinida,
Hyderabad 500087.

Dear Samskruthi,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 29 June, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

Name: Kalva Samskruthi
Email ID: samskruthikalva@gmail.com
UID : 111719029009
DBA (BBA)
Contact: 7036940343

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

20 November, 2021

11171902911
B.B.A
21 – 22

Ms. Harshita K
#47/19, Zone No: 01, Narayan Niwas,
Birsanagar, Near Gudia Maidan,
Jamshedpur 831004.

Dear Harshita,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: K Harshita

Always Designing for People™

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

20 November, 2021

11171902901H
B.B.A
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Ms. Naomi Lingam
H No: 1609/4, Indira Colony,
Gautam Nagar, Behind Bethel Church, Ambarnath West,
Thane 421501.

Dear Naomi,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Customer Service Representative
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

GreyCampus

Ref: GC-CR-2022-093

Dated:26th May 2022

Dear Mummadi Mary Manasa,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

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We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,



VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore,Karnataka, 560103
support@Codeyoung.com
8186928385

Employment Offer and Employment Agreement

25th May 2022,

Dear Nagadasari Ameesha,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **27th June 2022.**

1. **BACKGROUND CHECKS AND REFERENCE CHECKS**

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.
For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. **Probation/ Training**

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled "Compensation"

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory char ges arising as a result of your employment with the Company , these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

Codeyoung

6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required fromtime to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14.DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess,is kept protected . Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months**' notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any c laims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoun g'scustomers or employees. This restriction applies during your tenure with Codeyoung and for aduration of two years after termination of your engagement with Codeyoung, regard less of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes

shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.

Codeyoung

CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung

Codeyoung

HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

Codeyoung

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung ("Codeyoung")

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as
a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a "Data Controller" and together the "Data Controllers").

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else's use (whether for profit or not) m ake copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

a. Codeyoung staff training video on data protection;
b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE
DATE

Codeyoung

DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

Codeyoung

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business- like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subje ct to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must bemade.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.

I **Nagadasari Ameesha,**

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE

Codeyoung

HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platf orms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

Codeyoung

HR 2.01 F10 – Data Consent Form

The CTC provided by the company is will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	**₹376,608**	**₹31,384**
C	Employer Contribution to PF	₹23,400	₹1,950
A	**Fixed CTC**	**₹400,008**	**₹33,334**
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	**Total Deductions**	₹24,000	₹2,000
A – B- C	**Net Salary**	**₹352,608**	**₹29,384**

With regards,

Shailendra Dhakad
Director
Codeyoung

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 21, 2022

Palak Chauhan
Hyderabad

Dear Palak,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Palak Chauhan**
Business Title: **Associate Content Specialist**
Date:

THOMSON REUTERS

Annexure I - Total Rewards

Name: Palak Chauhan

Title: Associate Content Specialist

Reporting Manager: Priya Allen

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity: Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment. Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

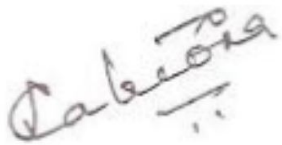
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Palak Chauhan
Date:

THOMSON REUTERS

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

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Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Palak Chauhan**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Palak Chauhan
Title: Associate Content Specialist
Date:

THOMSON REUTERS

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: Palak Chauhan
Date:

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

21 November, 2021

Ms. Payal Dixith
Flat No: 403, Ushodaya Apartment,
RK Puram,Officer Colony, Near Little Diamond High School,
Secunderabad 500056.

Dear Payal,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : Payal Dixith

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

Associate Signature: _____

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.



Associate Signature: _____

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, address verification, criminal screening, educational and employment verification, and reference checks. Additionally, ADP may require Advanced Background Checks which screen for longer periods of time and involve additional jurisdictions. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.



Associate Signature: _____

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 _a4351@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 INR 20,000 if you are relocating with your family (dependent parents/in-laws, spouse &kids). If you are relocating without your family, you can claim up to INR 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.

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

30 July, 2022

Ms. Chandini Seth
Flat No 201, Pushpa Enclave,
Kalpana Society, Near Kalpana society Committee Hall,
Hyderabad 500054.

Dear Chandini,

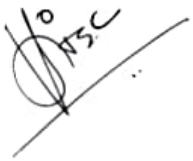
Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 08 August, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

GreyCampus

Ref: GC-CR-2022-095

Dated:26th May 2022

Dear Singireddy Akshita Reddy,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,



VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

PROMOCIO

Plot # 52, G2 Srinivasa Nilayam, Chikoti Gardens, Begumpet, Hyderabad - 500016, Telangana

---

Appointment Letter

Yerlapally Manashwini
52-125, N.I.B Nagar, Kanaman Temple Backside,
F.D.A Jeedimetla, Qutubullapur, Rangareddi,
Telangana - 500055
Mobile: +919347863117

Greetings from Promocio!!!!

Subsequent to our meetings and discussions, your candidature has been selected for the role of Inside Sales Associate in our office based out of Hyderabad, India.

We are pleased to offer you an annual remuneration of Rs 3,00,000 (Three lakhs rupees only) (Cost to the company) per annum for this role subject to correct documents being submitted. Your Date of Joining is 21st June 2022

Promocio shall carry out a background reference check for your past work experience, education & other credentials as per the information & relevant documents provided by you.

Please note that all the information that you may be exposed to during the course of your employment with us is of confidential nature.

You will be entitled to 18 paid leaves per annum on pro rata basis. You can be eligible for two weeks (approximately) of paid holidays in each year after completion of two years of service.

Under the probation period you are not entitled for any leaves. On confirmation you need to give one month's advance notice before getting relieved.

The company follows Australian Government calendar holidays.

The company reserves the right to terminate your services if the performance is found to be unsatisfactory or due to a breach of contract with immediate effect.

During the employment with this company, you cannot take any other employment with any other organization full time / part time for monetary benefit or otherwise.

Your appointment is subject to all information given by you being correct and factual.

Miraki Technologies Pvt Ltd,
2nd Floor, VSSR Square,
Vittal Rao Nagar, Hitech City,
Hyderabad, Telangana - 500081

Date: 25th July 2022

Dear Chandrika Reddy

Subject: Offer of Employment

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of “Business Development Executive” with Miraki Technologies (the "Company”). Your location of reporting is Hyderabad, India and the scheduled date of your joining the Company is 1st August 2022.

The terms & conditions of our Offer of Employment to you are as follows:

01. Date from which the Salary is applicable:

The proposed salary structure will be applicable from the month of August 1st, 2022.

02. Location:

Your current location of employment shall be Hyderabad, India. However, please note that the Company reserves the right to transfer its employees to any unit(s) / department(s) or office(s) of the Company or of its Affiliates and/or the office of the Company's customer ("Work Location"), other than the one an employee was initially hired to work for.

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.

03. Notice Period:

As an employee, you will be required to give three months' notice in case you decide to leave the organization. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the notice period.

The Company can terminate your services by giving one-month notice or salary thereof at any point of time (this is applicable in the minimum service period also).

04. Tax:

All payments by the Company to you shall be subject to applicable statutory tax with holdings and deductions.

05. Corporate Business Principles:

You agree to abide the policies and procedures of the Company.

06. Company Property:

You should handle the property of the Company with care and caution. If any damage is caused to the equipment or property of Miraki Technologies due to negligence, you are liable to make good of such loss.

07. Documentation:

As a part of joining formalities, you are requested to submit the copies of the following documents on your joining day.

Proof of identity
Copy of educational certificates
Salary certificate from your previous employer/Pay slips since last 3 months (if you have any) Copy of passport (if you have)
Copy of PAN card
Bank Statement (3 months)
Photographs of Self: 1 no (Passport-size)

09. Annual Remuneration & Bonus:

During your 4 Months' probation period you will be paid Rs 10,000 (Ten Thousand Rupees) per month. After completion of your probation period your CTC will be Rs 3,00,000/- (Three Lakh Rupees) per year.

Company has sole discretion to make any changes on the Salary or Bonus amounts to be paid at any time with/without prior notice.

10. Awards:

Performance excellence will be awarded by the Company. The award could be a monitory gift or a cash coupon orany other form of appreciation.

11. 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 workexperience, if any, and to conduct any criminal checks. You expressly consent to the Company conducting such background checks. If the Company is not satisfied, in its sole discretion, with the outcome of the background checks, the Company reserves the right to withdraw this Offer without notice and Compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

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, in advance of initiating appropriate action.

12. Minimum Service Period

The employee should work for the company for at least twelve (12) months. An employee who would like to leave the company before the minimum service period will be entitled to pay 3 months' salary to the company.

13. Working with our Client/Partner Companies:

We encourage our employees to collaborate with other companies and leverage the knowledge of others. You are in a free working environment where you can help/guide/coach others in case of any help requested by others. At the same time, we would like to retain our talent with us and we will not encourage any employee poaching between the companies. By signing this agreement, you are agreed to not take an employment (Full Time or Part Time or Contract job or any form of job or Freelance work) with any of our client or partnered companies for a period of 1 year from the date of resignation with Miraki Technologies. Such activities will lead to termination of the job without any prior notice and legal actions will be taken accordingly.

14. Other Terms & Conditions:

You agree not to undertake employment, whether full-time or part-time, as the Director / Partner / Member / Employee of any other organization / entity engaged in any form of business activity without the consent of Miraki Technologies. 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.

You will be required to claim all business-related expenses and settle all dues within 30 days of incurring the expenditure. Expense claims, which are received 30 days after the date of incurring the expenditure, will be deemed to be unauthorized. Also, any unsettled dues post the aforementioned period would be deducted from the salary.
Furthermore, the Company has various human resources and administration policies and procedures. The Company reserves the right to vary these policies at any time in its absolute discretion. While these policies do not form part of your contract of employment, you are required to abide by all applicable policies.

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.

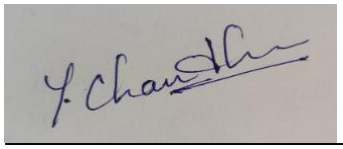
This agreement shall be governed by the laws of India and you hereby agree to the exclusive jurisdiction of the courts in Hyderabad, India.

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

As a token of your acceptance of this offer, kindly bring a duly signed duplicate copy of the same on the date of joining. You hereby acknowledge and agree to abide by all internal policies of the Company.

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

Date: 27.07_____, 2022_____



Sign

Y.CHANDRIKA REDDY (MARRI RAJ REDDY COLONY MEDCHAL, HYDERABAD)

Name, Location

APPENDIX-I

SALARY STR UCTURE	
Name: Chandrika Reddy Designation : Business Development Execuitve	
Monthly Salary Elements	(in INR)
Basic Salary	9542
HRA	4771
Other Allowances (LTA + Others)	9542
Gross Monthly Salary	23855
Gross Yearly Salary*	286260
Standard Benefits	

Employer Provident Fund	13740
CTC	**300000**
*PF or any other taxes will be deducted as per statutory norms	

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GOLDSTONE TECHNOLOGIES

Registered Office – Hyderabad
01st Floor, GNR's RV Insignia, Image Gardens Road,
Madhapur, Hyderabad-500081,
Telangana 500003
Tel: + 91- 40 - 6628 4999
E-Mail: india@goldstonetech.com
URL: www.goldstonetech.com
GSTIN: 36AAACG7478F1ZF
CIN: L72200TG1994PLC017211

Appointment Letter

To
Mr. Aryan Micheal Daniel
Srila heights, A BLOCK 7th-floor,
Hno: 175 Secunderabad.

12th October 2022

APPOINTMENT AS **"Lead Generation Analyst"**

Dear Aryan,

Further to our discussions, we are pleased to appoint you as **"Lead Generation Analyst"** in our Company with effect from **12th October 2022** and your Employee Band is **"T4"**. The terms and conditions given below are only a few selected ones applicable to you and not a complete description of all organizational policies and rules, for which, you are required to go through various Policies and Operating Procedures amended from time to time.

SALARY: Your fixed salary is INR 4, 25,000 (Four Lakhs Twenty Five Thousand only)

a. In addition to the gross salary you will be eligible for a variable payment of INR 1,25,000 (One Lakh Twenty Five Thousand only) as per agreement with the management
b. The Variable pay shall be payable after the end of the every quarter based upon individual performance against the targets.

Your attention is specifically drawn to the points listed herein below, regarding your emoluments, etc.

(a) Salary reviews and re-fitments will always be subject to the schedules as may be implemented by the Company from time to time.
(b) For purpose of contribution to Provident Fund, Gratuity, if any, encashment of leave, notice pay, etc., computations will be on the basis of basic pay.
(c) Please note that the salary structure of the Company may be altered/modified at any time without prior notice and your package of 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 tome and subject to deduction of appropriate taxes at source.
(d) 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.

1. **RULES AND REGULATIONS:** Your services 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 your cadre of the Company.

2. **NOTICE PERIOD:** During the term of employment including the probation period, either parties shall be entitled to terminate the Appointment Letter by giving 02 Months' notice in writing. In the event of pending assignments/projects that might extend beyond the notice period; the company and the employee will discuss

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

22 November, 2021

Mr. Aakarsh Bathula
Flat No: 302, Mastersnest,
Kompally, Near Big Bazzar,
Ranga Reddy 500014.

Dear Aakarsh,

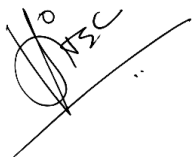
Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : Aakarsh Bathula

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

Associate Signature: _____

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.

Associate Signature: _____

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, address verification, criminal screening, educational and employment verification, and reference checks. Additionally, ADP may require Advanced Background Checks which screen for longer periods of time and involve additional jurisdictions. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

Associate Signature: _____

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 _a4351@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 INR 20,000 if you are relocating with your family (dependent parents/in-laws, spouse &kids). If you are relocating without your family, you can claim up to INR 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.

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

20 November, 2021

Mr. K Saketh Reddy
Flat No: 307, Akruthi Arcade,
Czech Colony,Sanath Nagar, Colony Opposite Gokul Theatre,
Hyderabad 500018.

Dear K Saketh,

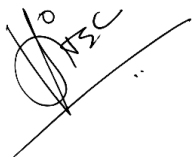
Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : K Saketh Reddy

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

Associate Signature: _____

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.

Associate Signature: _____

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, address verification, criminal screening, educational and employment verification, and reference checks. Additionally, ADP may require Advanced Background Checks which screen for longer periods of time and involve additional jurisdictions. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

Associate Signature: _____

mediamint

Name	Suraj Kumar Singh
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

jaro education

2nd December 2022

To,
Mr. Sheldon Paul,

Dear Sheldon,

This has reference to the interview and discussion we had with you. We are pleased to offer you a position of "Career Development Officer". You would be on probation for a period of six months. On successful completion of probation period your services would be confirmed.

Find below compensation details:

		(Amount in Rupees.)	
Particulars		**Per Month**	**Per Annum**
Basic Salary	:	19,500	2,34,000
House Rent Allowance	:	9,750	1,17,000
Transport Reimbursement	:	1,600	19,200
Telephone Reimbursement	:	500	6,000
Statutory Bonus (Paid Monthly)	:	1,630	19,560
Special Allowance	:	7,020	84,240
Total		**40,000**	**4,80,000**
Daily Travel Reimbursement	:	3,000	36,000
Performance Incentive (Payable based on the achievement of Monthly targets)	:	10,000	1,20,000
Performance cum Continuity Bonus (Payable Half yearly based on the 100% achievement of targets for continued six months)	:	3,500	42,000
CTC: Six Lakhs Seventy Eight Thousand Only p.a.	**:**	**56,500**	**6,78,000**

Regards,
Jaro Education

Sushant Mallya
Vice President – Human Resource

I agree to the above and attached terms & conditions _____ Dated _____

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2021-2022.

EY
Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka, India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

02 June, 2022

Ms ARYA BHARTI
FLAT NO.105, SVS VAIBHAV, PIPELINE ROAD,
PETBASHEERABAD, NEAR KONARK HOSPITAL,
HYDERABAD,
TELANGANA - 500067

Contact No: 8797829096
Email: arya.jhajee@gmail.com

Dear **ARYA,**

Subject: Appointment in the position of
Analyst 1

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before September 2022
In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before September 2022 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

1. POSITION:

You will be appointed in the position of **Analyst 1** in BC_IN_GDS_NFS_IA_SOX in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Hyderabad** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters

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EY

Building a better working world

relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week.Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

4. DATE OF JOINING:

As per our discussion your date of joining will be **25 July, 2022**

Your initial work location will be 6th Floor, Western Aqua,Plot No. 1, 2, 3 and 4, Survey No. 8, Kondapur, SerilingampallyMandal, RangaReddy, Telangana, 500084.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance. During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,33,333/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Hyderabad. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm.

8. CONFIDENTIALITY:

a. Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

This file is signed using Digital Signature.

mediamint

Name	Banala Meena
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

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THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

May 12, 2022

Bangula Lahari
Hyderabad

Dear Lahari,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 6, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

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THOMSON REUTERS

Annexure I - Total Rewards

Name: Bangula Lahari

Title: Associate Content Specialist

Reporting Manager: Priyanka Das

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexibie Salary component and calculated as·

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay A!P Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

May 12, 2022

Dadi Niharika Saroja
Hyderabad

Dear Niharika,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 6, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common

111719033006

[redacted] BPM

21-22

Optum

May 10, 2022

D Rachita
49-352/1 Balreddy nagar Chintal
Hyderabad Telangana
500055

Dear D Rachita,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Analyst – Accounting** at **salary grade 23.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **June 6, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post-employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above-mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post-employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post-employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Analyst – Accounting** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.350,000.00, (Rupees Three Lakhs Fifty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.406,600.00, (Rupees Four Lakhs Six Thousand Six Hundred Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance-based incentive in addition to your basic salary. Your initial annual target incentive is **10%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%- 10%** of the fixed salary. Any annual or other bonus payments are discretionary, non-binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 15, 2022

Ms. O Sumana
Plot no 29, Boudha nagar ,opposite sai baba temple,
Suchitra, hyderabad, 500065
India

Subject: Offer of Employment

Dear O Sumana:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

O, 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:
By: Chandra Shekar Heggunur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

Acceptance

I, **O**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Sumana
BA6736248F6E4BB...
Signature

May 16, 2022
Date

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Annexure A

Ms. O Sumana **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

O Sumana **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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.

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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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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

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24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Sumana
BA6736248F6E4BB...

o Sumana

Signature

Name

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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.

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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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

X Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**
Ms		

DocuSigned by:
Sumana
BA6736248F6E4BB...

May 16, 2022

Signature Date

O Sumana

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 15, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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
DocuSigned by: Sumana BA6736248F6E4BB...	O Sumana	May 16, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 15, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:
Sumana
BA6736248F6E4BB...

O Sumana

May 16, 2022

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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

DocuSigned by:
Sumana
BA6736248F6E4BB...

Signature

O Sumana

Name

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Deloitte.

May 15, 2022

Ms. O Sumana

Plot no 29, Boudha nagar ,opposite sai baba temple,

Suchitra, hyderabad, 500065

India

Training Bond

Dear O:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

Dear Shalini,

Greetings from Simandhar Education!!

Congratulations on your offer from **Simandhar Education LLP**. We are delighted to offer you the position of **Accounts Intern** with an anticipated start date of **1st June, 2022**. The duration of Internship will be **3 months**. The stipend per month will be **Rs. 10,000.**

Kindly fill the attached form and share the soft copies of the mentioned documents with self-attestation and also, need to submit the same hard copies on your day of joining. In the meantime, please don't hesitate to reach out to me, either through email or by calling me directly at my phone number, if you should have any questions or concerns.

We look forward to hearing from you and hope you'll join our team!

*Note: Kindly go through above offer details and revert by EOD of receiving this mail.

mediamint

Name	P G Manasa
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

mediamint

Name	Pudari Ramya
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

mediamint

Name	Vanga Indu
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
Gratuity		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

Ref No: 22949805
28-Oct-2022

Devagari Nikhith

Dear **Devagari**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 210,002**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **29-Oct-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date**:

Compensation and Benefits

Name:	Devagari Nikhith	**Designation:**	Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1382.142857	16,586
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	4574	54,888
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	444	5,328
	Annual Gross Compensation		**210,002**
	Annual Total Compensation		**210,002**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**229,502**

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

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 28-Oct-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

Devagari Nikhith, ____(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 **Devagari Nikhith**



Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

TATA

11719033029
21-22
B.com BPM

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20229503147/Hyderabad/BPS/BPA
Date:07/07/2022

Dear Mr. Varun Goud Dussari,

Sub: Letter of Provisional Offer and Terms of Employment.

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 a provisional offer of employment.

This offer is based on your profile and performance in the selection process. **We are pleased to inform you that you have been selected for the position of Process Associate in Grade BPO1 at TCSL. Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 2,40,999/- per annum.**

Kindly confirm your acceptance on the position and compensation offered by proposing your date of joining and signing Annexure 1. If not accepted within 30 days of receipt, this offer is liable to lapse at the discretion of the company.

This is a provisional offer letter and should not be construed as an Offer of Employment from TCSL. A detailed offer of employment will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of Employment will be made to you provided this position continues to be available with TCS.

Your employment with TCSL is subject to your clearing our pre-employment medical tests and Background / Reference check. On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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.

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad - 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

mediamint

Name	Jibin Joseph
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

mediamint

Name	Kacharam Vinay
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

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Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

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BCom

BPM

21-22

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210322
Applicant ID - 5140877

11-May-2022

Mallavarapu Chowdary

Dear Mallavarapu,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India

ICICI Bank

Reference No. - 1384210322
Mallavarapu Chowdary

Annexure:

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007 India.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

14th Jun 2022

Joshua Samuel Marijose

Plot No-55,Venkateshwara Enclave,Suryanagar Last Bus Stop,Old Alwal,Secunderabad

Dear Samuel,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

Synchrony International Services Pvt. Ltd.
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Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
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Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
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GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 15th Jun 2022 and
    (b) Report for duty at the Company not later than 15th Jun 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
Vice President -HR

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Joshua Samuel Marijose

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
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Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Joshua Samuel Marijose**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.



Kameswari G
Vice President-HR

Accepted and Agreed
Joshua Samuel Marijose

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

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mediamint

Name	Pulimamidi Shiva Sai
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		319,009

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 Performance Bonus: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 Shift Allowance: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

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THOMSON REUTERS

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PRIVATE AND CONFIDENTIAL

May 10, 2022

Shaik Hafiz
Hyderabad

Dear Hafiz,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Technical Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited

1. Commencement Date:

Your employment with the Company commences on **June 6, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I

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THOMSON REUTERS

Annexure I - Total Rewards

Name: Shaik Hafiz

Title: Associate Content Technical Specialist

Reporting Manager: Prabhakaran K

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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THOMSON REUTERS

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PRIVATE AND CONFIDENTIAL

March 21, 2022

Sumit Sharma
Hyderabad

Dear Sumit,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I

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THOMSON REUTERS

Annexure I - Total Rewards

Name: Sumit Sharma

Title: Associate Content Specialist

Reporting Manager: Fatima Amreen

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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regalix

RAHEJA TOWERS NO 26-27 5TH FLOOR
EAST WING M G ROAD
BENGALURU - 56000 . INDIA

CIN U72200KA2008PTC067478
PAN AAECR2608A

Letter of Employment Intent

18th May, 2022
M Kushal Kumar
kushalm97531@gmail.com
9182701394
Hyderabad

Dear M Kushal Kumar,

With reference to your application and subsequent assessments you had with us, we are pleased to inform you that you have been shortlisted for the **'Consultant'** position with Regalix India Pvt Ltd, **Hyderabad, India**.

Please treat this as a **letter of intent ("LOI")** valid for a period of **180** days from the date of issue of this letter upon expiry of which the letter of intent will expire without any further conditions or liabilities on either party unless an Offer Letter duly executed by the Company is issued to you before the expiry of the aforesaid **180** days period. The issue of an Offer Letter to you is subject to the Company's future business requirements and successful completion of your academic certification and will be issued at the sole discretion of Regalix India Pvt Ltd. Upon issue of the Offer Letter, this LOI stand automatically terminated. This LOI shall also be terminated automatically in the event you take up employment with another person (other than the company) before the issue of the Offer Letter.

You are required to submit the following documents:

- Copies of the Educational Certificate (from Class 10th till the highest education)
- Relieving letter from the previous employer/s (if applicable)
- Service letter from the previous employer/s (if applicable)
- Last payslip from the previous employer/s (if applicable)
- Copy of Aadhar Card
- Passport Size Photographs (2)
- Copy of PAN card

The tentative date we expect you to join the service of our company is on or before **31/10/2022**.

regalix

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M G ROAD,
BENGALURU - 560001, INDIA

• CIN U72200KA2008PTC067478
• PAN AAECR2508A

Your initial posting will be at **Regalix India Pvt Ltd., Hyderabad, India**. However, these are subject to change to any other location/office or shift timing of the Company or to any subsidiary or associate company. You will be reporting to the office location as mentioned in the offer letter at the time of joining.

Annexure I

Compensation & benefits

Upon signing the Offer Letter, you would be eligible for a **CTC of Rs. 4,50,000 per annum**. The same may be revised at the time of the issuance of an Offer Letter as prevailing levels of pay at the time of issue of the Offer Letter. The amounts stated herein are only indicative and in no way a binding commitment on the Company's part.

In addition to the CTC, you will be eligible for a quarterly performance-linked Incentive. The company shall establish the performance goals and objectives on which the incentive payout shall be based on.

You shall be eligible to earn a one-time bonus pay of **INR 1,00,000 (Rupees One Lakh Only)** on successful completion of the first **12** months of your service with us from the date of joining.

You will also be eligible for an annual compensation review upon completion of 1 year of service. The compensation review will be based on your individual contribution and the Company's overall performance.

You will be entitled to relocation benefits in accordance with the company's intercity relocation policy.

In addition, you will be eligible for benefits as per company policies.

Transport Allowance

You shall be eligible for a home pickup & drop facility managed by company provided transport. Should you not opt for company provided transport, an allowance of up to **INR 48,000/- per annum** is payable along with your salary on monthly basis. The same will be processed based on the number of working days and will be taxable.

Eligibility*: A home pickup & drop facility is provided if the home location is within a 20 kilometres radius of the office premises. The home location should be feasible for easy movement of transport vehicles.

Shift Allowance

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BCom – BPM

Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka , India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

21 – 22

11 March, 2022

Ms Varsha Singh
Flat no 202 sai krupa residency near uttam nagar bus stop,
Safilguda secunderabad,
Secunderabad,
Telangana - 500047

Contact No: 7396422019
Email: Varsha11singh01@gmail.com

Dear **Varsha,**

Subject: Letter of intent

With reference to the campus selection process and the subsequent interviews that you had with us, we are pleased to extend a letter of intent subject to the following terms and conditions:

1. Position:

You will be offered a position in **"EY Global Delivery Services India LLP"** (the "Firm").

2. Date of joining and work location:

Your date of joining the company and work location will be communicated to you at a later stage.

3. Annual Fixed compensation:

You shall be paid an annual fixed compensation of **INR.3,33,333/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provision of IncomeTax Act & will be paid to you after deduction of income tax and other applicable taxes at source.

As per policy of the Firm, in addition to your fixed compensation you will be eligible to participate in the EY GDS Variable Pay Bonus Program, which drives a pay for performance approach providing differential reward based on EY GDS, business unit and personal performance. This will be payable on or before 31 August 2022. This is subject to you being employed with the Firm as on the date of payment of Variable Pay Bonus. Employees who join the Firm during the year will be eligible for a prorated Variable Pay Bonus payment. The Variable Pay Bonus amount is subject to income tax deduction as per rules prescribed under the tax laws.

4. Education Qualification:

This letter of intent is subject to your successful completion of Bcom exams by September 2022.

Please note that a detailed offer letter would be issued to you subsequently.

Looking forward to a mutually beneficial association.

This file is signed using Digital Signature.

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2021-2022.

Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20229503007/Hyderabad/BPS/BPA
Date: 11/08/2022

Ms. Monika Sai Bhallam
H:No 11-242
Sanjay Gandhi Nagar
Government School Back Side
Hyderabad-500055
Telangana
Tel# 91-9346846770

Dear Ms. Monika Sai Bhallam,

Sub: Letter of Offer and Terms of Traineeship

We 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 traineeship.

We are suitably impressed with your credentials and feel that your working with us will be mutually beneficial and rewarding. **We are pleased to inform you that you have been selected for the position of PROCESS ASSOCIATE in Grade BPO1 and your present posting will be at Hyderabad . Your Gross Salary / Annual Compensation Package including all benefits will be Rs. 2,40,999/- per annum. Annexure 1 provides a break-up of the compensation package.**

Kindly confirm your acceptance of this offer by proposing your date of joining and signing Annexure 2.

Your failure to accept the offer of the company within 7 days may lead to a presumption that you are not interested in working in the company and the offer will stand revoked automatically at the sole discretion of the company.

On joining and successful completion of joining formalities, you will be issued a Letter of Appointment by the company. Joining formalities include a submission of a PAN Card and non submission of the same will delay your joining duty. The offer of employment is also subject to the individual being eligible and legally permissible to work such as having a valid work permit or not being disqualified from being appointed by any law.

If the requirements of the joining formalities including submission of PAN Card are not complied with by you within 30 days of your date of joining, this offer of employment would stand revoked at the sole discretion of the company. Your offer is subject to a positive background check.

TCS decision of releasing the Offer of Employment and allowing you to join the organization before completion of your final semester examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the aforesaid condition specified in the Terms of Employment. The status of your course completion with requisite marks will be reviewed periodically. The Management reserves the right to revoke the Offer / Appointment if it is later established that you do not meet the requisite criteria as per TCS Selection Guidelines. Please refer to the "Terms of Traineeship". Your appointment is subject to completion of your course within stipulated time and scoring minimum aggregate marks as per TCS Selection Guidelines, as most specifically stated in the Offer of Employment.

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TCSL/DT20229503007

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

COMPENSATION AND BENEFITS

The details of your compensation and benefits are given below:

FIXED COMPENSATION

Basic Salary:
Your Basic Salary will be Rs. **9,572/-** per month.

Bouquet of Benefits (BoB)

Bouquet of Benefits (BoB) offers you the flexibility to design 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 are as per pre-defined structure. However, you may want to split the Bouquet of Benefits amount between the components as per your tax plan. To design your Bouquet of Benefits, you may access the link for BoB in the "Global Employee Self Service"(GESS) on "Ultimatix", the internal portal of TCS.

Taxation will be governed by the Income Tax rules. The Company will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance
Your HRA will be Rs. **3,350/-** 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 8.33% of 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 3 days of leave and submit supporting travel documents.

3. Food Card
You will be eligible for a Food Card. It can be set up to a maximum of Rs. 3,000 per month for tax exemption. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias.

4. Personal Allowance
You will be eligible for a monthly personal allowance of Rs. **0/-** per month. This component is subject to review & may change as per company's compensation policy.

Night Shift Allowance

TCSL has agreed to provide it's clients 24 X 7 production support environment. Shift working is therefore an incident and condition of service. Failure, refusal or inability to work in the night shift without reasonable cause may lead to severance of employment.

Employee assigned to night shifts on client request in the BPS department, would be eligible for a Night Shift Allowance of Rs. **200/-** per shift. In order to avail this allowance the associate must work between 11.30p.m. and 6.30 a.m. IST excluding break. All approved claims will be paid post tax deduction along with monthly salary.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

12 May 2022

To

Chepyala Yamini,
Hyderabad.

OFFER LETTER

Dear **Yamini,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **Chepyala Yamini**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	6670	Special Allowance	80040
A. Fixed Salary	**22400**	**A. Fixed Salary**	**268800**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**1800**	**C. Employer Provident Fund**	**21600**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

December 23, 2022

Chandanbala Jangid
Hyderabad

Dear Chandanbala,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Product Support Representative** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **January 2, 2023**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you

complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

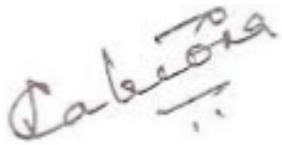
a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Senior Director, Regional HR India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Chandanbala Jangid**
Business Title: **Product Support Representative**
Date:

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Annexure I - Total Rewards

Name: Chandanbala Jangid

Title: Product Support Representative

Reporting Manager: Suzan Rozario

Department: Operations Customer Service & Support

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**118,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**320,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **19,200** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity:
Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

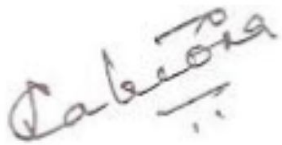
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Senior Director, Regional HR India

ACKNOWLEDGED AND AGREED

Signature:
Name: Chandanbala Jangid
Date:

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

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Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Chandanbala Jangid**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Chandanbala Jangid
Title: Product Support Representative
Date:

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: Chandanbala Jangid
Date:

DocuSign Envelope ID: 608F53B8-E9C0-41D0-8041-01E2620EA498

Deloitte.

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India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Ms. Karumuri Tanmaya
H.No: 7-4-27, Ferozguda Near B.H.E.L(R&D),
Secunderabad, 500011
India

Subject: Offer of Employment

Dear Karumuri Tanmaya:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Karumuri, 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:
Chandra Shekar Hegganur Shivaramu
9829590F92534C1...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Karumuri**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ Oct 31, 2022
Signature Date

Date 19 Dec 2022, Hyderabad.

Subject: Offer Letter/IT081

Khushi Desai

Mobile number : 8074638175

Email Id : kushhii.2002@gmail.com

Dear Khushi,

Thank you for your keen interest in **Team Tangulwar**. Subsequent to our discussions with you, we are delighted to offer to join Team Tangulwar.

At the time of joining will be applicable

1. Designation : **IT Assistant**
2. Track : **R&D Data Security and Analysis**

Your date of joining would be on or before 20 December 2022.

You will be based initially at Team Tangulwar ,Hyderabad office. You will be on probation from your date of joining for a period of three months.

Your total Remuneration will be Rs. 14,000 /- per month.

Every Six months you will be entitled to a variable bonus of up to Rs10,000/- based on your performance.

From

Team Tangular

Prashant Tangulwar

Managing Director

Email: info@teamtangulwar.in

I accept and agree to the details above.

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BSc
Comp Science & Eng
21-22

CLOUD4C

12 Apr 2022

To

M Alekhya,
Hyderabad.

OFFER LETTER

Dear **Alekhya,**

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.3,30,000/- p.a.,** (Three Lakh Thirty 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.

12 Apr 2022

To

Kavya Nalluri,
Hyderabad.

OFFER LETTER

Dear **Kavya,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **Kavya Nalluri**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

MOURI Tech Pvt. Ltd.
Survey no. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
p: +91 40 67254100

www.mouritech.com

23 Aug, 2022

EMPLOYMENT OFFER LETTER

Dear Supriya NETIKAR,

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. Congratulations! We are pleased to make an offer to you for the position of Associate Trainee at the HitechCity Branch in Hyderabad .

Unless we mutually agree otherwise in writing, you are expected to join the company on 24 Aug, 2022. Your salary (*Cost to Company - CTC) including all benefits will be of Rs. 2,50,000.00 Per annum. For the detailed structure of your salary,kindly refer to Annexure A (Page3).*

At your level in Grade **MT** , you will be eligible for a performance-linked MIP (MOURI Tech Incentive Pay).The MIP benefit could range from **0-10%** of your total CTC & it depends upon the Organization, Practice and individual performance. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile **and** performance in the selection process **and** is subject to your acceptance of the terms of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details.In addition to these terms and conditions, there are other company policies and procedures which you agree to observe and follow during your employment with MOURI Tech Pvt. Ltd.

If you wish to accept this employment offer, please sign all the pages, and return the scanned copy of this offer letter. This offer letter is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We are extremely excited at the possibility of you joining TEAM MOURI and if you have any questions regarding the conditions of this offer, please feel free to contact us at **hr.in@mouritech.com**

Yours sincerely,
Swarna ANNAPUREDDY
Director - HR

Acceptance Of Offer

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Name: Supriya NETIKAR Signature:..... Date:.....

MOURI Tech Pvt. Ltd.
Survey no. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
p: +91 40 67254100

www.mouritech.com

General Terms & Conditions of Employment

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the company policies.On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

Commencement of Employment

Your appointment would be effective from the agreed upon "start date" and will be initially based on the work location that you are selected for employment. Your services are transferable, and you may be assigned to any office of MOURI Tech in India or abroad any time based on business needs. You may also be deputized to work projects for any affiliates, subsidiaries, or other companies with which MOURI Tech has such arrangements.

Probation Period

Your performance will be reviewed upon completion of 6 (Six) months of employment from the date of joining. Your services shall be confirmed, subject to satisfactory performance on the review.

Notice Period

1. You need to give a Ninety (90) days' notice period when resigning the Job and your failure to serve notice period will lead to legal actions by the Company.

2. Company can also terminate employee service without any notice or reason if there is any breach of policies & guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts & failure of background checks.

3. MOURI Tech reserves the right to pay or recover salary in lieu of notice period subject to completion of the knowledge transfer The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with the employee, failing which the relieving date may be extended. The relieving date may also be extended in case the project is at a critical juncture.

Required Documents

On the day of joining, please bring the following. **Please note that all the below listed documents are mandatory, and you will not be allowed to join without them**.

1.Original educational certificates beginning with the tenth standard.

2.Relieving/Experience letters for verification

3.Passport size photographs (Four Nos.)

4.Photocopy of Passport or Driving license

5.Soft copy of your latest C.V

6.Permanent Address proof for Bank account opening (voter ID/A**a**dhar Card/Ration Card).

Initials

MOURI Tech Pvt. Ltd.
Survey no. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
p: +91 40 67254100

www.mouritech.com

Date: 23 Aug, 2022

Annexure A

Name: Supriya NETIKAR

Designation: Associate Trainee

EARNINGS	YEARLY	MONTHLY
Basic	75,000.00	6,250.00
HRA	30,000.00	2,500.00
Education Allowance	2,400.00	200.00
Fuel charge	24,000.00	2,000.00
Spl Allowances	1,18,600.00	9,883.33
Total Salary (A)	2,50,000.00	20,833.33
Retairals Benefits		
MOURI Tech Contribution to PF	9,000.00	750.00
Gratuity	3,600.00	300.00
Total Retairals (B)	12,600.00	1,050.00
Fixed Gross Salary C(A-B)	2,37,400.00	19,783.33
PF-Employee Contribution	9,000.00	750.00
Meal Coupons	(Tax Exempt) - Food Card: Max 24,000 INR/year	-
Income Tax	As per the declarations submitted on portal	-
TOTAL DEDUCTIONS (D)	9,000.00	750.00
Net Salary Payable E(C-D)	2,28,400.00	19,033.33
CTC (Cost to the Company) F (A*12)	2,50,000.00	20,833.33

CONGRATULATIONS!!!

You have made an important choice in joining us, a choice that will create opportunities for you to do more, learn more and achieve more. By becoming a MOURI Tech associate, you have chosen to be part of a global team that is committed to excellence.

Wish you success in your journey with MOURI Tech family. Welcome Home!

Yours sincerely,
Swarna ANNAPUREDDY
Director - HR

_____

Initials

11171901 6015
BSC
Computer Sys +
Eng
21-22

mediamint

Name	Podili Dharani Deepika
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night-shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

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Compt Sys & Engg
21 – 22

ENERGYTECH GLOBAL PVT LTD
Module No.404, 4th Floor, EMDBP Building,
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Dear Raisa,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior Software Analyst(QA)** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
Place of Posting	You will be posted in Hyderabad. However, the job may require you to go anywhere in India or abroad as per the requirements of the organization from time to time
Internship	You will be given an internship opportunity at EnergyTech Global from the **6th of June 2022,** and you are expected to work a minimum of 30 hours a week. During this period, you will not receive a salary, wages, or other compensation. However, EnergyTech will provide a nominal stipend of **INR 15,000** (Rupees fifteen thousand only) per month. As an intern, you will be entitled to our employee benefits such as staff breakfast and lunch. Your internship is expected to end on **9th Sep 2022(Tentatively).** During your internship, you may have access to trade secrets and confidential business information belonging to EnergyTech Global and its associated companies. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. By accepting this offer, you agree that you will observe all policies and practices governing the conduct of our business and employees at EnergyTech Global throughout your internship.

You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 12-04- 2022

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BSc
Compt Sys & Engg/
Compt Science & IT
21-22.

ENERGYTECH GLOBAL

ENERGYTECH GLOBAL PVT LTD
Module No 404, 4th Floor, EMDBP Building,
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Dear Bhavani,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior Software Analyst(QA)** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
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You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 12-04- 2022

1117190 16018
BSC

ENERGYTECH GLOBAL PVT LTD
Module No.404, 4th Floor, EMDBP Building,
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Computer Science & Engg
21-22

Dear Madhuri,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior Software Analyst(QA)** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
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Internship	You will be given an internship opportunity at EnergyTech Global from the **6th of June 2022,** and you are expected to work a minimum of 30 hours a week. During this period, you will not receive a salary, wages, or other compensation. However, EnergyTech will provide a nominal stipend of **INR 15,000** (Rupees fifteen thousand only) per month. As an intern, you will be entitled to our employee benefits such as staff breakfast and lunch. Your internship is expected to end on **9th Sep 2022(Tentatively).** During your internship, you may have access to trade secrets and confidential business information belonging to EnergyTech Global and its associated companies. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. By accepting this offer, you agree that you will observe all policies and practices governing the conduct of our business and employees at EnergyTech Global throughout your internship.

You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 12-04- 2022

DocuSign Envelope ID: F1A2B7A8-1F96-49E3-AB46-DE475495CD89

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Nov 1, 2022

Ms. Yamali Pravalika
H.No: 46-285, Bhagathsingh Nagar, Chintal, Quthbullapur,
Hyderabad, 500054
India

Subject: Offer of Employment

Dear Yamali Pravalika:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Yamali, 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:
By: Chandra Shekar Heggarur Shivaramu
E27B5A78880C46A...
Signature

Authorized Signatory

Acceptance

I, **Yamali**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Yamali Pravalika
3F3763870FA9492...
Signature

Nov 1, 2022
Date

Broadridge Financial Solutions (India) Private Limited
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PTC052368

B +91 40 6627 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

Oct 04, 2022

Mr. Karthik Andhela
H no:- 233 Picket, West Marredpally, Near Santoshi Matha Temple Picket,
Ram nagar colony, Picket Secunderabad, Hyderabad 500026

Dear Karthik,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position: Process Analyst

Grade: G1 L1

Date of Joining: On or before October 10, 2022

Compensation: Gross compensation of Rs 412264/- (Rupees Four Lakhs Twelve Thousand Two Hundred and sixty four only) per year including 12% Fixed bonus annually, which is paid quarterly. Details are attached.

Training Period: On your acceptance of this offer, you will be required to undergo a training program. This training program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and at the end of the training program, you will be required to undergo such qualifying and evaluation tests as per business needs of the organization.

Probation Period: You would be on probation for the period of six months (including your training period) from the date of joining. Based on your performance during this period and subject to you successfully completing the training program and the qualifying and evaluation tests, you will be offered a fulltime position with the organization. You will not be entitled to terminate or resign from the services during the probation period. Provided, however, that we shall be entitled to terminate your services at any time during the probation period without giving any notice. Upon the expiry of the probation period, we shall be entitled to terminate your employment by giving 3 months' notice and in accordance with our Separation Policy applicable to employees, which may be amended from time to time.

Service Agreement: You are required to serve the organization for a minimum period of 1 year from the date of joining, including the probation period. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, in accordance with the provisions contained in the Deputation Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination / resignation of services, either party will be required to give a three-month notice in writing.

Place of work: Your initial place of work will be at Bangalore. However, your services are transferable, and you may be assigned, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, then this offer of employment is liable to be invalid.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,



Rajita Singh
Head Human Resources

Accepted

_____
Karthik Andhela

Broadridge Financial Solutions (India) Private Limited
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PTC052368

B +91 40 6627 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

Details Of Salary

Name : Karthik Andhela

Position : Process Analyst, G1 L1

A. Monthly Salary	Rs. / pm	Rs.
• Basic Salary	16257	
• House Rent Allowance	6503	
• Flexible Benefits	4065	26825
B. Standard Benefits		
• Provident Fund	1951	
• Gratuity	782	2733
Gross Monthly Salary		29558
Total Yearly Salary		354700
Bonus (12% of Yearly Salary)		42570
Sodexo		15,000
Gross Yearly Compensation		412264



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

Superset ID: 2101094

Letter of Intent ("LOI")

Dear Ganapuram Chary,

With reference to your interview conducted by us, 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2101094**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2101094**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2101094**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

Ganapuram Chary
Associate and A3

You will be under probation for six (6) months from yourdate of joining Capgemini. During this period,your all-inclusive annual target compensation (on a cost to company basis) willbe **INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will continue at INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only).** On completion of 1 yearof service from your date of joining, you will receive a fixed incentive of **INR25,000 (Rupees Twenty-Five thousand only)**
Based on your Date of Joining, your compensation shall bepaid monthly. The Company shall deduct tax at source at the time of making payment

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

Name : N. Ravi Kiran

UID : 111719016036

Phone : 6300843699

Email : choudaryravi393@gmail.com

Department : B.Sc - Computer Systems and Engineering

March 8, 2023

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Narisetti Ravi Kiran,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in india.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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,**

Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to

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participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M-Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

3. Appointment details:

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.

4. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

i. A Group Personal Accident Insurance (GPAI) coverage of **Rs.12,00,000/-** . You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.

ii. Group Life Insurance coverage of **Rs.14, 00,000/-.** This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can 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, you are also eligible for medical insurance cover towards hospitalization.

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 scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

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.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (Rs. Per Month)
First year	15000	488	15,488/- (*)
Second year	17000	553	17,553/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

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GreyCampus

Ref: GC-CR-2022-168

Dated: 18th August 2022

Dear Nallanagula Bhanu Prasad,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Counseling Intern"** in our company. You will be required to join us on or before **"22nd August 2022"** at our Hyderabad office.

Remuneration and other terms:

- You will be paid a stipend of **Rs. 15,000/-** (Rupees Fifteen Thousand per month).
- The company may periodically modify any remuneration, benefit or facility that has been extended to you.
- You will be entitled to leaves and other benefits as per the company policies.
- Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours sincerely,

VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

Annexure I - Total Rewards

Name: Posanipally Shiva Kumar Reddy

Reporting Manager: Suzan Rozario

Title: Product Support Representative

Department: Operations Customer Service & Support

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	Amount INR
Basic (per annum)	180,000
Flexible pay (per annum)	118,400
Provident Fund (per annum)	21,600
Base Pay (Total Fixed Pay)	320,000

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan,** subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **19,200** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity: Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment. Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For Thomson Reuters International Services Private Limited,
(A Thomson Reuters Company)

Catriona Mackness
Senior Director, Regional HR India

ACKNOWLEDGED AND AGREED

Signature:
Name: Posanipally Shiva Kumar Reddy
Date:

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GreyCampus

Ref: GC-CR-2022-099

Dated:26th May 2022

Dear Puchhakayala Lakshmi Kanth,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,



VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

1117190160 47

BSC - CS & Engg.

21-22.

ENERGYTECH GLOBAL PVT LTD
Module No.404, 4th Floor, EMDBP Building
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Dear Akshay,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior System Administrator** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
Place of Posting	You will be posted in Hyderabad. However, the job may require you to go anywhere in India or abroad as per the requirements of the organization from time to time
Internship	You will be given an internship opportunity at EnergyTech Global from the **6th of June 2022,** and you are expected to work a minimum of 30 hours a week. During this period, you will not receive a salary, wages, or other compensation. However, EnergyTech will provide a nominal stipend of **INR 15,000** (Rupees fifteen thousand only) per month. As an intern, you will be entitled to our employee benefits such as staff breakfast and lunch. Your internship is expected to end on **9th Sep 2022(Tentatively).** During your internship, you may have access to trade secrets and confidential business information belonging to EnergyTech Global and its associated companies. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. By accepting this offer, you agree that you will observe all policies and practices governing the conduct of our business and employees at EnergyTech Global throughout your internship.

You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 06-04- 2022

Name : U. Surendra Kumar
Mobile : 8519936701
Father Name : U. Satyanarayana

U.satyanarayana555@gmail.com
Phone No : 9182649379, 9618647667
Mail id : U.surendra kumar555@gmail.com

CASH BILL

Cell : [redacted]

9618647667

ANAND FABRICATIONS

Spl.in : Rolling Shutters, Gates, Grills, Channel Gates, Door & All Kinds of Welding works.

AK 10, 11, Kompally 'X' Roads, Near Highway 44 Hotel,
Bollarum Road, Kompally, Sec'bad - 14.

No. 740

Date _____

M/s _____

S. No.	PARTICULARS	Qty	Rate	Amount Rs.	Ps.
			TOTAL		

For **Anand Fabrications**

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mediamint

Name	Gamidi Krishna Deepika
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

12th Oct 2022

Komal Devatraj

Flat No- 3030, block 6, Manasarovar heights 3, Hasmathpet, Bowenpally,Hyderabad-500009

Dear Komal,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
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Telangana – 500081.
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5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

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11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 14th Oct 2022 and
    (b) Report for duty at the Company not later than 19th Oct 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Komal Devatraj

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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Komal Devatraj**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.

Kameswari

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Komal Devatraj

Date: June 26, 2022

Dear **Micheal Sherley**

Congratulations! We take great pleasure in inviting you to be an integral part of Omega Healthcare Management Services Private Limited.

We are pleased to make you an offer of employment as **CUSTOMER SUPPORT EXECUTIVE** full time and your place of posting will be **Hyderabad I** with an Annual CTC Compensation of **Rs. 260,688.00** (**Rupees Two Lakh Sixty Thousand Six Hundred Eighty Eight Only**). Your date of joining will be on or before **27 June 2022**, beyond which this offer stands revoked.

We are an international organization with people capabilities across India, Philippines, and the USA. You will discover with us 'passion, energy and commitment' to be the best in class and take pride in doing things differently. As we refine and continuously improve on our people process, we count on your support in making Omega Healthcare one of the Best Place to Work.

Combining the largest medical coding staff in the world, with proprietary technology, analytics and automation capabilities, Omega Healthcare helps thousands of providers eliminate administrative burdens, accelerate cash flow and reduce health management costs. The company streamlines medical billing, coding and collections processes, and offers telephone and message-triage services to provide the most comprehensive and scalable outsourced revenue cycle management solutions in the industry.

Most of us here are ordinary people, but constantly seeking to do extraordinary things. We are not perfect, but we are open to feedback, learning and change. While we have our own individuality, we also share a common vision and complement each working as a team.

What differentiates us from other places to work is our passion and commitment towards superior customer service. You will find strong core values and brand promise that we live up that is hallmark amongst all our Service offerings.

We firmly believe in employee engagement and our evolving people processes. We assure you enrichment, growth and fulfillment at the end of each working day. Discover Camaraderie, Harmony and Accomplishment with us.

We look forward to a long and fruitful association with you and confident of making Omega Healthcare a truly world class and an aspirational MNC to work for.

By accepting this offer, you agree to abide by this clause that this offer of employment entails **Working from Office (WFO) effective 15th April 2022**.
With this arrangement we look forward in extending our Best Welcome, Induction and Training in making you successful and experience our culture and team spirit.

In the event of work assignment that stipulates remote working, you agree to have access to Broad-band Internet connection for effective discharge of your duties and the same would be reimbursed to the tune of Rs.800/month.

Your offer and subsequent appointment will be governed by the terms and conditions of employment presented in the enclosed Annexure A. You will also be governed by rules and regulations in vogue that may change from time to time.

At the time of your joining, the following documents need to be submitted:

- Signed Copy of the Offer/Appointment Letter
- Photocopy of your educational HSC/Degree/Diploma valid certificates and marks cards in support of your educational qualifications.
- Reliving letter/Service certificate/ Resignation acceptance letter from your previous employer
- Photocopy of your Birth Certificate/ DOB Proof
- Copy of PAN Card /Acknowledgement copy of PAN Application
- Copy of AADHAR Card / Acknowledgement copy of AADHAR

- Self ID Proof - 2 Copies (Passport/ Driving License/Voter's ID/ Ration Card/ PAN Card/ Aadhaar/College ID)
- 2 References for professional / character reference checks
- Last 3 months pay slips or latest copy of Form 16(applicable to experienced candidates)
- Residence Proof - 2 copies Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ Aadhaar / Mobile Bill or Telephone Bill / LIC Policy / BANK Passbook/ Electricity Bill/Gas Bill/Water Bill/Rental Agreement- (Letter from owner or Self Declaration letter required if it's not in your name)
- Passport size photographs - 6 Nos.
- Post card Size photographs - 2 Nos. (for ESI Employees)
- Parents DOB details. (Documents not required. Only date is required to fill in nominee forms)
- Physical standard (Blood Group, Height, Weight - details only required for filling the application form. Proof not required)

While at Office, we attire Formally on Mondays and Smart Business Casuals on the Rest of the Days.

Please do not hesitate to contact us, should you need any assistance or information regarding your onboarding. You are required to sign the duplicate of this Offer Letter and the Annexure as your acceptance and submit the same to us.

We look forward having you as a vibrant family member of Omega Healthcare!

Sincerely,

For Omega Healthcare Management Services Pvt. Limited.

Ebenazer Paul

Talent Acquisition

Encl. ANNEXURE

Annexure A

Terms and Conditions of Employment

You shall be governed by the following terms and conditions of service during your employment with **Omega Healthcare Management Services Private Limited** (hereafter referred to as the "company"), and those that may be amended from time to time.

Statement of Facts

a. The company has made the offer of employment on the basis of the bonafide statements and facts provided by you in your application form and Resume for employment. At the time of employment or during employment if the company finds the information provided to be false or misleading, it reserves the right to take appropriate disciplinary action against you.
b. Subsequent to your appointment, if there were to be any negative feedback from your previous employment, you would be liable to be removed from services without any notice.

Duties

a. During working hours, you shall use your best energies and abilities to serve the company faithfully. You shall comply with the rules, regulations and procedures as notified by the company in the letter and spirit,
b. During working hours, you shall entirely devote your time, attention and abilities to the business of the company.
c. You shall not, without company's prior written consent, be in any way directly or indirectly concerned with any other business or employment during or outside your hours of work in the company. You shall however, undertake honorary, social or charitable nature, library, and artistic or scientific character only with the express written permission from the competent authority.
d. During your employment, you shall not directly or indirectly engage in any conduct averse to the best interest of the company. Also, you shall not divulge any confidential information or violate any agreement with your prior employers or their clients.

Place of Work

You will be in employment at the company's office or other work locations as required. The company reserves the right to transfer you on a temporary or permanent basis to other job functions, departments or locations within the company, when necessary.

Hours of Work

a. The working day shall comprise of 9.00 working hours inclusive of 30 minutes of Lunch break and 30 minutes for 2 Tea breaks. You may be required to work on shift as assigned. The shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year. The shift timings may change from time to time on which your reporting officer will notify you in advance.
b. Omega Healthcare observes national and festival holidays as per policy which will be notified during induction. The festival holidays may vary every year and across region/Service line.

Leave and Vacation

a. From the date of joining, you will be entitled to and 1 day of Sick/ Casual Leave Per month as per Leave policy applicable to your grade from subsequent month of joining.
b. On a prorate basis, you would also be entitled for 1 day of Privileged Leave Per month of as per our policy. You can refer Leave policy for further information on leave policies and its applicability.

Conduct

a. You shall at times, maintain exemplary conduct and decorum. You shall uphold honesty and integrity in all your actions.
b. You shall, honor and comply with all Rules and Regulations of the Company and statutory requirements, in letter and spirit.

Confidentiality

a. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the company. This information includes and is not limited to trade secrets, technical processes, finances, and dealings with information relating to suppliers, employees, agents, distributors and customers.
b. You shall not, during your employment and at all times thereafter directly or indirectly use or disclose confidential information except for the sole benefit of the Company. This restriction shall cease to apply when it may come into the public domain otherwise than through unauthorized disclosure by you or such information which you shall be obliged to disclose by law.
c. You shall not take copies of confidential documents or information for your own purposes and forth with upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic, and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
d. You shall not during your employment and at all times thereafter do or say anything that may injure directly or indirectly damage the business of the Company
e. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with Manager you report to.
f. You may have to sign
    - The Non-Disclosure Agreement and Non Compete Agreement (as applicable)
    - The Code of Business Conduct and Ethics
    - Prohibition or Disclosure or Use of Inside Information (as applicable)

Separation from the company

a. The retirement age of the company is **58** years. At the time formally resigning from service, you shall serve the notice period of as appended below:

Notice Period Clause/Bands	Band 1 - Trainees	Band 1 - Laterals	Band 2	Band 3	Band 4	Band 5	Band 6
During Probation	30	60	60	60	60	90	90
After confirmation	60	60	60	60	60	90	90

b. When you resign formally from the service of the Company, the Company may solely at its discretion, Permit you to pay up for the notice period in lieu for the un-served notice period.
c. You will not be entitled to such notice period, If the Company terminates your services due to misdemeanor, unsatisfactory performance or any other disciplinary matter.

I accept the terms and conditions of the Company mentioned above.

Signature **Name** **Date**

Annexure - B

SALARY STRUCTURE

Salary Components	Amount - Monthly	Amount - Yearly
Basic	11,460.00	137,520.00
House Rent Allowance	5,730.00	68,760.00
Advance Statutory Bonus	1,146.00	13,752.00
Special Allowance	664.00	7,968.00
Fixed Cash (Gross)	19,000.00	228,000.00
PF	1,455.00	17,460.00
ESI	618.00	7,416.00
Medical Insurance	0.00	0.00
Gratuity	551.00	6,612.00
Group Term Life Insurance	100.00	1,200.00
Total Benifits	2,724.00	32,688.00
Total Cost PA (CTC)		260,688.00

Authorized by

Ebenazer Paul

Talent Acquisition

St.Peter's

Let Your Child Blossom

St. PETER'S HIGH SCHOOL

a Senior Secondary School affiliated to C.B.S.E., New Delhi

Sy. No. 2, Sitarampur, Bowenpally,

Sec-bad-11., Ph.: 040-27953770, 8555073254



M. KRISHNA KUMARI

PET

Emergency Contact No.

9989426555

DR. K. Suvarna

Principal Signature

FACTSET 〉 SEE THE ADVANTAGE

30/06/2022

Shaily Singh

1-5-1092/64 Mangapuram colony,
Old Alwal Hyd-500010

Offer of Employment

Dear Shaily

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Research Analyst** with effect from **11 July, 2022** . You will be based in our **India, Hyderabad, DVS, SEZ-1 – Orion B4; FL 7,8,9,11 (Hyderabad - Divyasree 3)** 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 **INR 3,22,622** 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 mentioned in the Annexure-B within 2 working days of receipt of this letter, after which period this offer shall lapse automatically.

We congratulate you on your appointment 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 market leaders. We

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assure you of our support for your professional development and growth.

ANNEXURE-A

NAME: Shaily Singh
JOB TITLE: Research Analyst
DEPARTMENT: Content Operations India - SRD - Industry

MONTHLY AMOUNTS

8021 BASIC SALARY

ALLOWANCES:
3208 HOUSE RENT ALLOWANCE
10288 SPECIAL ALLOWANCE
1400 STATUTORY BONUS

22,917 TOTAL FIXED BASE SALARY

BENEFITS:
1800 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND
1783 MEDICAL INSURANCE
386 GRATUITY

26,885 TOTAL COST TO THE COMPANY

YEARLY AMOUNTS

96250 BASIC SALARY

ALLOWANCES:
38500 HOUSE RENT ALLOWANCE

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123450 SPECIAL ALLOWANCE
16800 STATUTORY BONUS

2,75,000 TOTAL FIXED BASE SALARY

BENEFITS:
21600 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND
21392 MEDICAL INSURANCE
4630 GRATUITY

3,22,622 TOTAL COST TO THE COMPANY

1. 12% of basic will be deducted from the monthly salary as a contribution towards provident fund plan. This is in addition to the 12% basic contributed by the organization. On leaving the company, you can either withdraw or transfer the balance in your PF account as per the applicable PF act.

2. You will be enrolled in the Group Medical insurance scheme for a coverage of **3,00,000** applicable as per the eligibility and your grade in the organization. You can nominate 5 dependants in addition to yourself to be covered under the policy. Employees who are eligible for the ESI benefit as per the government rule will be covered under ESI medical scheme.

3. You will also be covered under Round-the-clock Personal Accident Insurance for **8,25,000.** The coverage is for self and premium towards the same will be paid by the firm on your behalf.

4. You will be also eligible for Term Life Insurance coverage up to **6,00,000**. The coverage is for self and premium towards the same will be paid by the firm on your behalf.

5. You are eligible for Gratuity, which is payable after 5 years of continuous service with the Company.

6. All employee tax liabilities arising out of the above compensation shall be borne by you. Tax at source will be deducted as per the Income Tax act.

7. For purpose of contribution to Provident Fund, Gratuity, Superannuation Fund, encashment of leave etc., computations will be on basic pay.

FACTSET BENEFITS:

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- FactSet provides Flexi Benefit Plan which makes the compensation structure more tax friendly. Employees may choose to modify or restructure the 'special allowance' component as per the flexi-benefit plan to avail the tax benefits. These are governed as per the eligibility, grade and salary band.
- Transport facility to all the employees up to 40 KMS distance from office who adhere to the standard shift schedules. Point pick up and point drop for all day shift employees and home pick up and home drop facility for employees working in the night shifts. However due to safety reasons transport facility is not provided to employees living in certain specific areas within 40 KMS distance. Organization takes reasonable safety precautions to ensure safety of its employees and employees are expected to follow the guidelines mentioned in the transport policy. You acknowledge that you are solely responsible for your safety in case of violation of these guidelines. More information regarding the eligibility for this benefit will be communicated to you by the recruiting team in detail during verbal offer discussion.

Standard Shift Schedule:

First Shift : 06:30 AM – 03:30 PM

General Shift :09:30 AM – 06:30 PM

Second Shift : 04:00 PM – 1:00 AM

Third Shift : 01:00 AM – 09:00 AM

Transport facility will not be provided to the employees who do not adhere to the above shift timings

- Mobile / Blackberry based on the level in the Company, requirement and eligibility.
- Bi-Annual Team Outing
- Subsidized lunch / dinner during the working hours.
- Snacks & beverages will be made available in the cafeteria.
- A gift voucher of **₹ 1500** is given to any employee who gets married during their tenure at FactSet.
- Small gifts / token of remembrance is handed out to employee on their special occasions such as Birthdays, New Born child (Born with a silver spoon), anniversaries etc.
- Employees can also participate in the referral program and be eligible for the referral bonus as guided by the referral policy which will be communicated to all the employees by the FactSet Recruiting team.

ANNEXURE-B

1. Information given or Background verification:

The commencement or continuation of your employment with the Company is contingent on the results of a background check which includes, but not limited to reference checks and verification of academics. Please provide us with academic credentials & professional reference within 2 weeks of joining the organization, failing which the company can take punitive actions, including and up to termination of employment. FactSet retains the right to terminate any employee who has indulged in or has legal proceedings for misrepresentation or crimes. By accepting this offer you are accepting FactSet's policy on background verification.

2. Probationary period:

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For the first **6 months** from the actual date of appointment you will be deemed to be on probation and during this period either party may terminate this agreement by giving **15 days'** notice in writing or salary in lieu thereof. On completion of the said 6 months, you will be advised by your manager in writing if your performance does not meet company's standards and you will be advised on further action. In case of no such notice received for 2 weeks after confirmation due date, your probation will be deemed to have been successfully completed.

3. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant information / details. You would also let us know the name and address of your legal heir / nominee and an emergency contact.

a. Privacy:

In respect of the personal information collected during the joining process, you hereby consent to (a) the use and processing thereof by the organization and its authorized third parties for a number of purposes connected with the management of our personnel; and (b) the sharing of the personal information with other members of the FactSet group (including in countries in the United States of America and the Philippines), as well as to third parties or vendors, for the same purpose. You may refer to the organization's privacy policy for more details.

4. Nature of Work:

Your nature of work mainly includes all the aspects of the duties and responsibilities mentioned in your job description as well as any other ad-hoc duties assigned to you from time to time. You will work at a high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by your immediate manager from time to time.

5. Working Hours / Shift Hours:

The normal working hours of the Company are from **9:30 AM- 6:30 PM** from **Monday to Friday** including lunch break and tea breaks. As the Company works **24 / 5** and depending on organizational requirement or project contingencies, working hours and days for specific employees or groups of employees or all employee may be modified / altered from time to time which will be communicated to you by your Manager. Further, you should be prepared to work on any shift, as may be warranted by the Company's work requirements.

6. Salary Payment:

Regular Employees in India are paid their monthly salary through bank transfer on the last working day of the month for which employees must open a bank account in the Company's corporate bank. You are requested to note that processing of monthly pay will be subject to submission of Permanent Account Number (PAN) details to the Company. In case you do not have a PAN, please initiate the application process for the same immediately and carry the acknowledgment as issued by the Income Tax authorities with you while coming for joining. A copy of the acknowledgement would need to be submitted by you for our records.

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7. Dual Employment:

You are required by the Company rules not to undertake any employment or enter into any other type of association, even on part-time basis whether for any consideration or not. Contravention of this will lead to termination of your services from the Company without any notice, with no liability on the part of the Company for payment of any compensation in lieu of such notice. Further, this contravention will be deemed as voluntary termination / resignation by you of your services without the required notice having been given. However, if you want to associate yourself with a charitable non-profitable organization during non-business hours or days, you will have to disclose the details with your direct manager & Human Resources Department, allowing your participation at the disclosed charitable non-profitable organization.

8. Leave / Holidays:

You are entitled to **12 Casual / Sick leaves** and **15 Privileged / paid leaves** every year. The leaves will be credited to your leave balance @ **1 Casual and 1.25 Privileged leaves per month**. The eligibility for the paid leaves will be on completion of 6 months. You are also eligible for **10 paid Holidays** every year including the government mandated holidays. The Company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance.

9. Overtime Payment / allowances:

Employees may be required to work on holidays and weekends depending on the nature of the project. Such employees shall be eligible for compensatory off or overtime allowance as detailed in the Policy. This allowance will be paid through monthly payroll and shall be subject to deduction of Income Tax at source.

10. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Company's expense.

11. Performance Reviews / Appraisal:

The Company also has a policy of yearly performance appraisal. You may be eligible for a salary appraisal under this policy based on your individual ratings as well as the performance of the team and the performance of the company for the fiscal year. Performance reviews take place in the month of September and the revised salaries will get affected in the month of October.

12. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process / method likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use / utilize such improvement and you shall assign all rights thereof to the Company for the purpose of seeking any patent rights or for any other purpose. The Company shall have the sole ownership rights of all the intellectual property rights

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that you may create during the tenure of your association with the Company including but not limited to the creative concept that you may develop during your association with the Company.

13. Secrecy / Confidentiality:

You will not during the course of your employment with the Company or at any time there after divulge or disclose any confidential information to any person whomsoever including competitors and former employees, make any use whatsoever for your own purpose or for any other purpose other than that of the Company, of any information or knowledge obtained by you during your employment as to the business or affairs of the Company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavor to prevent any other person from doing so. Failure to do so on your part may result in legal action against you and the person to whom the information was divulged.

14. Restrain:

a. Access to Information:

Information is available on need to know basis for specific groups. Access to this information is authorized through privileges approved by unit mentors or project mentors. Unauthorized access or attempt at unauthorized access is strictly prohibited and any attempts to do so will result in immediate termination of employment and legal action as deemed fit by the Company.

b. Restriction on Personal Use:

Use of Company resources for personal use is strictly restricted. This includes usage of computer resources, information, internet service, and working time of the Company for any personal use. You will under no circumstances carry any work home unless specifically requested by your manager. Any usage of Company information for personal benefit will result in immediate termination of employment without notice and / or legal action for misdemeanor as deemed fit by the Company. You shall be liable to reimburse the Company for any losses incurred due to misuse of Company data.

15. Security:

Security is an important aspect of our communication and office infrastructure. Security of the Company resources is maintained by controlling physical access to computer system, by disabling all the work stations, usb drives and other measures. Please refer the Security policy for more details on IP protection.

16. Termination of Service:

- Employment with the Company will stand terminated at the end of the month in which you attain the age of superannuation (58 Years). Termination of employment may also be initiated earlier by either party by serving prior written notice to the other, as per the notice period stipulated in this offer.

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- In the event of termination of services by either party, the applicable notice period will be **60 days** for all the employees. The Company is also entitled to either waive the notice period in part or in full at its sole discretion or require payment of equivalent base salary with applicable taxes in lieu of the un-served notice period. The Company further reserves the right to terminate with sooner effect by tendering equivalent base salary in lieu of the notice period subject to the employment history / terms applicable as per the Company's exit policy.
- 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 General Terms and Conditions of Employment in force at that point of time, subject to the satisfactory handing over of your duties, responsibilities., Company documents, Company assets, etc. to the relevant parties. The details of this policy are available on our HR website.
- Unauthorized absence or absence without permission from duty for a continuous period of **7 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 or notice pay.
- You will be governed by the laid down code of conduct of the Company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the Company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

17. Changes to the Employment Terms & Conditions:

From time to time the Company reserves the right to make necessary changes or modifications to any of the terms and conditions of employment, policies due to its dynamic work environment. By accepting this offer , you hereby acknowledge and accept to comply with company rules, regulations and policies in existence together with any changes or modifications made thereof .

18. Company Polices:

You acknowledge that the Company operates in a dynamic environment which may, from time to time, require the Company to make changes to its policies.

You also agree that the Company, at its discretion, may accordingly revise, modify, add, delete or replace any of its current policies and that you agree to be bound by all such changes.

19. Appointment in Good Faith:

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 your application for employment and your ability to handle any assignment / job independently. 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 standard 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 therein.

The above terms and conditions are based on the Company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matters you will be governed by the rules of the Company as shall be in force from time to time.

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If you have any queries / clarifications regarding your offer or joining please contact your Recruiter. **We welcome you to our FactSet family and wish you a long and successful career with us.**

DOCUMENTS TO BE SUBMITTED ON THE DAY OF JOINING:

You will be required to submit to our HR Department, a certain set of documents, etc. (as per the below checklist), at the time of reporting for duties and hence you are advised to come prepared accordingly, without fail. Please note that the Company reserves the right not to accept you into the rolls or after such acceptance, to discharge you from the rolls, in case you do not fulfill the requirements as specified in the checklist, particularly submission of documents in proof of your qualifications, experience etc.

1. Copy of the Educational certificates.

a. 10th Standard Marks Memos / Pass certificate.

b. Intermediate Marks Memos / Pass certificate.

c. Graduation Marks Memos / Pass Certificate.

d. Post-Graduation Marks Memos / Pass certificate

e. Certificates of other Qualifications if any.

2. Copy of Service certificates / Relieving letters from the previous employers.

3. 3 most recent Pay slips.

4. Copy of PAN and Aadhaar card.

5. Residential proof (Telephone / Electricity / License / Passport copy).

6. Form-16 / Form-12B from the last previous employer.

7. 4 Passport Sized Photographs.

Sincerely,

Anupma Ranjan
Senior Talent Acquisition Manager

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Omega Healthcare

DLF Cybercity, Block No.3, Ground Floor,
Plot No.129 to 132, APHB Colony, Gachibowli,
Hydrabad (T.S) -500019.



VANDANA

Emp. No.1042595

WWW.OMEGAHMS.COM

CAREER LABS TECHNOLOGIES PVT LTD
NO.17, First Floor, Regent court, 80 Feet Rd, 4th Block, New Friends Colony, Koramangala, Bengaluru, Karnataka 560034 | hr@TheCareerLabs.com | www.TheCareerLabs.com

APPOINTMENT LETTER

Date: 2nd June 2022

Dear Alluri Leeo

Welcome to the **CareerLabs** Family!

We are happy that you have decided to join us in our Mission to make a significant and impactful change.

We are pleased to offer you an appointment in **CareerLabs Technologies Private Limited**, on the following Terms and Conditions:

1. DATE OF JOINING:
Your appointment becomes effective from the date of joining the services of the Company, which date shall be not later than **13th June 2022**

2. DESIGNATION: Your designation shall be **Business Development Trainee** You will be working in **Sales Department.**

3. LOCATION: Your Base location is **Hyderabad**

4. COST TO THE COMPANY:
Your annual Compensation including Performance Pay and Benefits is **Rs 3,00,000(Fixed)** during the first **4 months'** Probation period. Upon successful completion, the compensation would be revised to **Rs. 4,00,000 (Fixed Pay) + Rs.2,00,000(Variable Pay)** based on your performance during the probation period.

Your salary comprises of a Fixed Compensation, Variable Compensation and Other benefits. Your appraisal will be done after the first year and your salary will be revised based on your satisfactory performance in the company.

Your salary comprises of a Fixed Compensation, Variable Compensation and Other benefits. Your appraisal will be done after the first year and your salary will be revised based on your satisfactory performance in the company.

The Company shall be entitled to deduct from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:
(a) Provident Fund
(b) Income tax deducted at source at the rates applicable.
(c) Employment / professional taxes.
(d) Dues to Company including loans and advances
(e) Or any other applicable statutory deductions The Income Tax Liability with regards your salary and perks will your liability and will be governed by the tax laws of the country as applicable from time to time.

VARIABLE COMPENSATION PERFORMANCE PAY

You are eligible for a performance pay as mentioned above. You will be paid out half yearly based on your performance and the company's performance. The payment is subject to your being active on the company rolls. The Performance Pay is subject to review and may undergo change based on the actual performance of the company and your ongoing individual performance. This allowance is payable based on the company's Productivity/performance, and as such will be treated as productivity bonus in lieu of statutory profit bonus.

COMPANY POLICIES

You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy, which will be shared once you join.

OTHER BENEFITS

HEALTH INSURANCE SCHEME

You are covered by the group Health Insurance Scheme. This insurance entitles you towards hospitalization cover as per the policy. The premium for the same will be borne by the company.

EXPENSE REIMBURSEMENT

In addition to the aforementioned salary, you shall be paid the expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents. The Expense Policy applicable to you will be shared with you on joining.

LEAVE

You are eligible for leave as per the company's leave policy, which will be shared with you on joining.

PROBATION

On joining the Company, you shall be on probation for four months. Also, during this period, the employment can be terminated on giving 7 days of notice. You are also liberty to resign from the services of the Company by giving 7 days of notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation.

You hereby agree and acknowledge that, if you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the Company.

RETIREMENT AGE

The age of Superannuating of an employee from Company Service is 60 years. You shall however, during your employment be required to be medically fit for the work for which you have been employed. As to whether an employee is medically fit, is an issue that will be professionally determined by the Company and the employee shall be bound by such determination. You will accordingly undergo periodic medical examination as and when intimated to you by the Company.

TERMINATION

After confirmation of your appointment at the end of your period of probation, the Company will be entitled to terminate your services by giving you one month's notice in writing, or by payment of one month's salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 1 months' notice in writing or one month's salary in lieu of such notice.

CONFIDENTIAL INFORMATION

As an employee, you may come in to possession of information confidential to CareerLabs and agree to keep confidential, CareerLabs proprietary and confidential information obtained at any time during the period of your employment in the company. Confidential information includes, and is not limited to; course material, videos, financial documents and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce or use any Confidential Information for any purpose except solely in connection with your performance in CareerLabs.

INTELLECTUAL PROPERTY RIGHTS

All the Intellectual Property Rights in the material developed by you, class material and related documents shall at all times remain the property of CareerLabs. You shall provide all assistance and execute all deeds and documents required to vest the Intellectual Property Rights with CareerLabs. In the event any of the Intellectual Property Rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such Intellectual Property in perpetuity to CareerLabs. You shall not assert any right, title and interest over such Intellectual Property Rights

INDEMNITY

You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

- Any act or omission by you
- Contravention of any of the terms, conditions, covenants of this letter of the Non-Disclosure and Confidential Information Agreement
- Any representation or warranty or information furnished to the Company found to be false
- Violation/mom-compliance with any laws/rules/regulations while rendering the services
- Failure to adhere to the standards/specifications/policies of the Company.

GENERAL PROVISIONS

- As an employee in the full-time employment of the Company, you are required to devote your entire time, attention and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself.
- You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate or pass any information in any form, related to any aspect of the Company to anyone outside the Company.
- You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility held by you. You shall at all times deal with the Company's money, material and documents with utmost honesty and professional ethics.
- Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and profession merit. The Company expects that you maintain this information and any future changes to your remuneration, as strictly personal and confidential.

- During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself to be disobedient, intemperate, irregular in attendance, commit a breach of the terms of your employment or of any of the stipulations herein contained, the company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith without notice or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.
- You will keep the company informed of any change in your residential address, your family status or any other personal particulars relevant to your employment, as and when the change occurs.
- You are required to sign a '**Non-Disclosure and Confidential information Agreement**' with the Company, prior to joining the services of the Company. Your employment to the Company shall be contingent upon you executing the said agreement.
- You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.
- The Company will deduct taxes as appropriate and consistent with the Indian Tax Regulation. You will be responsible for your tax liabilities under all-applicable tax laws and regulations.
- This letter constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This supersedes any and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this letter will be effective only if it is in writing, signed by both parties.
- All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vest exclusively in the courts of Bangalore, Karnataka.
- The terms of your employment contract detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this letter.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction and opportunity in your association with the Company.

For CareerLabs Technologies Pvt Ltd.

ALLURI LEEO
Name of Employee

Authorised Signatory

Signature

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 36AOSPK6491H1ZA

1.	**Legal Name**	ALI AKBAR KAPADIA			
2.	**Trade Name, if any**	BHARMAL SALES AGENCY			
3.	**Constitution of Business**	Proprietorship			
4.	**Address of Principal Place of Business**	2-2-37, PAN BAZAR RANIGUNJ, SECUNDERABAD, Hyderabad, Telangana, 500003			
5.	**Date of Liability**	01/07/2017			
6.	**Period of Validity**	From	01/07/2017	To	NA
7.	**Type of Registration**	Regular			
8.	**Particulars of Approving Authority**				
Signature		Signature Not Verified Digitally signed by DS GOODS AND SERVICES TAX NETWORK 1 Date: 2018.07.18 21:52:56 IST			
Name					
Designation					
Jurisdictional Office					
9. Date of issue of Certificate		18/07/2018			
Note: The registration certificate is required to be prominently displayed at all places of business in the State.					

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 01/07/2017 .

सत्यमेव जयते

Annexure A

GSTIN	36AOSPK6491H1ZA
Legal Name	ALI AKBAR KAPADIA
Trade Name, if any	BHARMAL SALES AGENCY

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

सत्यमेव जयते

Annexure B

GSTIN	36AOSPK6491H1ZA
Legal Name	ALI AKBAR KAPADIA
Trade Name, if any	BHARMAL SALES AGENCY

Details of Proprietor

1



Name	ALI AKBAR KAPADIA
Designation/Status	PROPRIETOR
Resident of State	Madhya Pradesh

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 36AOSPK6491H1ZA

1.	**Legal Name**	ALI AKBAR KAPADIA			
2.	**Trade Name, if any**	BHARMAL SALES AGENCY			
3.	**Constitution of Business**	Proprietorship			
4.	**Address of Principal Place of Business**	2-2-37, PAN BAZAR RANIGUNJ, SECUNDERABAD, Hyderabad, Telangana, 500003			
5.	**Date of Liability**	01/07/2017			
6.	**Period of Validity**	From	01/07/2017	To	NA
7.	**Type of Registration**	Regular			
8.	**Particulars of Approving Authority**				
Signature		Signature Not Verified Digitally signed by DS GOODS AND SERVICES TAX NETWORK 1 Date: 2018.07.18 21:52:56 IST			
Name					
Designation					
Jurisdictional Office					
9. Date of issue of Certificate		18/07/2018			
Note: The registration certificate is required to be prominently displayed at all places of business in the State.					

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 01/07/2017 .

सत्यमेव जयते

Annexure A

GSTIN	36AOSPK6491H1ZA
Legal Name	ALI AKBAR KAPADIA
Trade Name, if any	BHARMAL SALES AGENCY

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

सत्यमेव जयते

Annexure B

GSTIN	36AOSPK6491H1ZA
Legal Name	ALI AKBAR KAPADIA
Trade Name, if any	BHARMAL SALES AGENCY

Details of Proprietor

1



Name	ALI AKBAR KAPADIA
Designation/Status	PROPRIETOR
Resident of State	Madhya Pradesh

mediamint

Name	Himanshu Yadav
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

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Building a better working world

EY Global Delivery Services India LLP
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RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
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Karnataka , India

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07 June, 2022

Mr KARINGALA PHANIRAJ
3 10,
QUTHUBULLAPUR,
HYDERABAD,
TELANGANA - 500055

Contact No: 9390939763
Email: kphaniraj34@gmail.com

Dear **KARINGALA**,

Subject: Appointment in the position of
Analyst 1

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before September 2022
In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before September 2022 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

1. POSITION:

You will be appointed in the position of **Analyst 1** in BC_IN_GDS_NFS_IA_SOX in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Hyderabad** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters

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relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week.Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

4. DATE OF JOINING:

As per our discussion your date of joining will be **25 July, 2022**

Your initial work location will be 6th Floor, Western Aqua,Plot No. 1, 2, 3 and 4, Survey No. 8, Kondapur, SerilingampallyMandal, RangaReddy, Telangana, 500084.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.
During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,33,333/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Hyderabad. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm.

8. CONFIDENTIALITY:

a. Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

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b. Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's

c. Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm . For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f. Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

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9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;
b. Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and
c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm' extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a. During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.
b. After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.
c. If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and

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salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d. The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e. The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm, without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your "Personal Data"). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

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18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm, from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

20. MISCELLANEOUS:

a. The following annexures form an integral part of this agreement.
   a) Annexure A - List of documents to be submitted
   b) Annexure B - Illustrative compensation break-up
b. Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.
c. Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.
d. Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.
e. Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.
f. Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

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g. Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,
for **EY Global Delivery Services India LLP**

Signed By: DIVYA PARIHAR
Reason: Offer Letter
Location: Bangalore
Date:06/07/2022 17:04:29

Authorized Signatory

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

Signed: _____ Date: 6/7/2022

Name: Karingala Phaniraj

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Annexure A

Dear **KARINGALA,**

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: ▸Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified/ ATT Certification - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Annexure B

Name	**KARINGALA PHANIRAJ**	**DOJ**	**25 July, 2022**
Designation	**Analyst 1**	**Service Line**	**BC_IN_GDS_NFS_IA_SOX**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	11,111	1,33,333
House Rent Allowance (HRA)	5,556	66,666
Other allowance including flexible components 1	5,491	65,894
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**27,778**	**3,33,333**

Benefits (Estimated value)		
Insurance premium 3 (Group Medical + Group Personal Accident + Group Term Life)		23,869
Gratuity 4		6,413
Total of Benefits		**30,282**

Notes:

You will be eligible to participate in the GDS Variable Pay Bonus (VPB) Program, with a VPB percentage target of 5% at your rank. This target is indicative and the actual pay-out, each year, will vary based on the GDS, Service Line/Service Function and individual performance. Payment under any VPB program is subject to you being employed with the Firm as on the date of pay-out. Employees who join the Firm during the year, will be eligible for a pro-rated VPB amount, subject to meeting the guidelines of the Program. The amount is subject to income tax deduction, as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1] You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

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Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 4,00,000	Floater cover for self and five dependents which includes spouse/same sex partner, children and parents/parent-in-law. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 4,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[4] Gratuity will be paid as per provisions under the prevailing regulations.

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STATE STREET.

August 23, 2022

PRIVATE AND CONFIDENTIAL

Karu Jerome Benjamin Harshith

Dear Karu Jerome Benjamin Harshith,

We are pleased to offer you (hereinafter also referred to as, the "Employee") a position in StateStreet Corporate Services Mumbai Private Limited (the "Company"), a company incorporated under the Companies Act, 1956, as amended and having its registered office at Hyderabad, under the following terms and conditions.

POSITION AND REPORTING LINE

You will be employed in the position of Fund Accounting - NAAC, Associate 1, reporting to Lalit Kumar Bhandari, Senior Manager. The Company may also, from time to time, change your duties as required by the Company's operational requirements.

OFFICE LOCATION

Your normal place of work will be based in Hyderabad. However you may be required to work at any other premises which the Company currently has or may later acquire in India. You may also be required to travel within India and abroad for the performance of your duties.

DATE OF COMMENCEMENT

Unless otherwise agreed, your commencement date under this Contract will be September 12, 2022, subject to verification of your credentials for employment by the Company. Please ensure that you read and understand all terms and conditions. While you are required to execute and return all documents prior to commencing in your role, in the event that you commence work before doing so, your commencement will be deemed acceptance of all terms and conditions.

Optum

September 24, 2022

Makkala Sampath
2–3–31,dinshi Basthi,macha bollarum Secunderabad
Hyderabad Telangana
500010

Dear Makkala Sampath,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Claims Representative Associate** at **salary grade 22.** Your work location shall be at Company's office located at **Gachibowli, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **October 3, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post–employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above–mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post–employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post–employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Gachibowli, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Claims Representative Associate** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.220,000.00**, **(Rupees Two Lakhs Twenty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.282,970.00**, **(Rupees Two Lakhs Eighty Two Thousand Nine Hundred Seventy Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

BONUS

You shall be eligible for bonus as per the Company's bonus policy.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over –ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

November 3, 2022

Mallepally Shivateja
2−4−91/2 Jyothi Nagar Colony, Macha Bolarum, Secunderabad
Alwal Telangana
500010

Dear Mallepally Shivateja,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Claims Associate** at **salary grade 22.** Your work location shall be at Company's office located at **Raheja, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **November 9, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Raheja, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Claims Associate** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.220,000.00**, **(Rupees Two Lakhs Twenty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.282,970.00**, **(Rupees Two Lakhs Eighty Two Thousand Nine Hundred Seventy Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

BONUS

You shall be eligible for bonus as per the Company's bonus policy.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

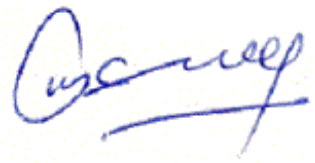
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Mallepally Shivateja, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
Mallepally Shivateja

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 30 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 36ACXPL4380M1ZQ

1.	**Legal Name**	FATEMA JUZAR LOKHANDWALA			
2.	**Trade Name, if any**	M/S HINDUSTAN POLYMERS			
3.	**Constitution of Business**	Proprietorship			
4.	**Address of Principal Place of Business**	4-3-166, Mahankali Street, Ranigunj, Secunderabad, Hyderabad, Telangana, 500003			
5.	**Date of Liability**	01/07/2017			
6.	**Period of Validity**	From	01/07/2017	To	NA
7.	**Type of Registration**	Regular			
8.	**Particulars of Approving Authority**				
Signature		Signature Not Verified Digitally signed by DS GOODS AND SERVICES TAX NETWORK 1 Date: 2018.07.18 17:48:52 IST			
Name					
Designation					
Jurisdictional Office					
9. Date of issue of Certificate		18/07/2018			
Note: The registration certificate is required to be prominently displayed at all places of business in the State.					

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 01/07/2017 .

सत्यमेव जयते

Annexure A

GSTIN	36ACXPL4380M1ZQ
Legal Name	FATEMA JUZAR LOKHANDWALA
Trade Name, if any	M/S HINDUSTAN POLYMERS

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

सत्यमेव जयते

Annexure B

GSTIN	36ACXPL4380M1ZQ
Legal Name	FATEMA JUZAR LOKHANDWALA
Trade Name, if any	M/S HINDUSTAN POLYMERS

Details of Proprietor

1		Name	FATEMA JUZAR LOKHANDWALA
		Designation/Status	Propreitor
		Resident of State	Telangana

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 36ACXPL4380M1ZQ

1.	**Legal Name**	FATEMA JUZAR LOKHANDWALA			
2.	**Trade Name, if any**	M/S HINDUSTAN POLYMERS			
3.	**Constitution of Business**	Proprietorship			
4.	**Address of Principal Place of Business**	4-3-166, Mahankali Street, Ranigunj, Secunderabad, Hyderabad, Telangana, 500003			
5.	**Date of Liability**	01/07/2017			
6.	**Period of Validity**	From	01/07/2017	To	NA
7.	**Type of Registration**	Regular			
8.	**Particulars of Approving Authority**				
Signature		Signature Not Verified Digitally signed by DS GOODS AND SERVICES TAX NETWORK 1 Date: 2018.07.18 17:48:52 IST			
Name					
Designation					
Jurisdictional Office					
9. Date of issue of Certificate		18/07/2018			
Note: The registration certificate is required to be prominently displayed at all places of business in the State.					

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 01/07/2017 .

सत्यमेव जयते

Annexure A

GSTIN	36ACXPL4380M1ZQ
Legal Name	FATEMA JUZAR LOKHANDWALA
Trade Name, if any	M/S HINDUSTAN POLYMERS

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

सत्यमेव जयते

Annexure B

GSTIN	36ACXPL4380M1ZQ
Legal Name	FATEMA JUZAR LOKHANDWALA
Trade Name, if any	M/S HINDUSTAN POLYMERS

Details of Proprietor

1		Name	FATEMA JUZAR LOKHANDWALA
		Designation/Status	Propreitor
		Resident of State	Telangana

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Registration Number : 36CROPD4600C1Z8

1.	**Legal Name**	RAMESH DEVASH			
2.	**Trade Name, if any**	HANUMAN ENTERPRISES			
3.	**Constitution of Business**	Proprietorship			
4.	**Address of Principal Place of Business**	PLOT NO 247 ,SHOP 2,3, Sridamhills Colony,, Bandam kommu village,ameenpur, Sangareddy, Telangana, 500050			
5.	**Date of Liability**	02/07/2021			
6.	**Period of Validity**	From	02/07/2021	To	Not Applicable
7.	**Type of Registration**	Regular			
8.	**Particulars of Approving Authority**	Centre			

Signature

Signature Not Verified
Digitally signed by DS GOODS AND SERVICES TAX NETWORK(4)
Date: 2021.07.29 18:15:41 IST

Name	KUNDAN KISHOR
Designation	Superintendent
Jurisdictional Office	SANGAREDDY-I
9. Date of issue of Certificate	29/07/2021

Note: The registration certificate is required to be prominently displayed at all places of business in the State.

This is a system generated digitally signed Registration Certificate issued based on the approval of application granted on 29/07/2021 by the jurisdictional authority.

सत्यमेव जयते

Annexure A

GSTIN	36CROPD4600C1Z8
Legal Name	RAMESH DEVASH
Trade Name, if any	HANUMAN ENTERPRISES

Details of Additional Places of Business

Total Number of Additional Places of Business in the State	0

सत्यमेव जयते

Annexure B

GSTIN	36CROPD4600C1Z8
Legal Name	RAMESH DEVASH
Trade Name, if any	HANUMAN ENTERPRISES

Details of Proprietor

1		Name	RAMESH DEVASH
		Designation/Status	proprietor
		Resident of State	Telangana

CDK GLOBAL.



Employee Name	:	Rishabh Godiyal
Employee ID	:	51629
Blood Group	:	A+
CDK Helpdesk No	:	04067566000
Emergency No	:	9701888436

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

01-Apr-2022

Saikrishna Sundaresan
Vedha Heights, 3rd Floor
Srini Avenue Gate 1, HT Road, Kompally
-500055
HYDERABAD
Telangana
INDIA

Dear Saikrishna Sundaresan,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

Great Place To Work. Certified MAR 2022 - MAR 2023 INDIA

Ecom Express
Fulfilling e-commerce and beyond...

19th May 2022

Mr. Kusi Shashank

Hyderabad

Sub: Letter of Offer for Employment: Executive – Operation

Dear Shashank**,**

Following our recent discussions, we are delighted to offer you the position of **Executive - Operation** in **Band J1** with Our Organization based at **HYR** in **Hyderabad.** Upon your joining, you will become part of a fast-paced and dedicated team that works together to provide our Customers with the highest possible level of services enabled through People and Technology.

As a member of our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed 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.

The details of your compensation are attached to this letter under Annexure-I.

You are advised to join services of the Company on or before **01th June 2022**

Please note this offer stands valid subject to completion of background verification report.

We welcome you on board and look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Yours Sincerely,

For Ecom Express Limited

V Saravanan
Regional Manager - Human Resources

CORP

Great Place To Work. Certified MAR 2022 - MAR 2023 INDIA

Enclosure: Annexure –

Ecom Express
Fulfilling e-commerce and beyond...

Annexure- I			
Name		**Kusi Shashank**	
Designation		**Executive**	
Band		**J1**	
Department		**Operation**	
Location		**HYR**	
Component		**Monthly (Rs.)**	**Annually (Rs.)**
A	Basic Salary	13,255	1,59,060
	House Rent Allowance	6,628	79,536
	Washing Allowance	603	7,236
	Cash Handling Allowance	1,446	17,352
	Shipment Risk Allowance	964	11,568
	Compensatory Field Allowance	-	-
	Site Allowance	1,205	14,460
	Personal Allowance	-	-
	Gross Salary-Total A	**24,101**	**2,89,212**
B	Employer Provident Fund	1,591	19,092
	ESIC Contribution	-	-
	Statutory Benefits-Total B	**1,591**	**19,092**
	Total Fixed Compensation = A+B	**25,692**	**3,08,304**
C	Gratuity		7,651
	Total Compensation = A+B+C		**3,15,955**

Note:
Gratuity is payable as per the Payment of Gratuity Act, 1972
Provident Fund Contribution is applicable on the Basic Salary and is limited to Rs. 1800 i.e 12% of Rs. 15000. There would also be deduction for other applicable social security schemes, such as ESI, LWF and Profession Tax and any other taxes as applicable.

Benefits (as per the applicable policy)	Limit	Description
Group Personal Accident Insurance	Rs. 2,50,000	In case of accidental injury or death, the injured/nominee is entitled to the Sum Insured as per the Group Personal Accident Insurance Policy.
Health Insurance Benefit	Rs. 2,00,000	Group Health Insurance is provided to the employee and the nominated family members (spouse, two children, parents/parents in law) upto the Sum Insured. The benefits related to maternity and child care shall accrue 6 months from the date of joining.
Mobile Bill Reimbursement	Rs. 250 or actual bill paid less 10%, whichever is lower	Employee is reimbursed towards call charges (supported by original bills) for mobile connection.

CORP

Ernst & Young LLP
THE SKYVIEW 10
18th Floor, "SOUTH LOBBY"
Survey No 83/1, Raidurgam
Hyderabad - 500 032, India
Phone: +91 40 6736 2000
Fax:

12 September 2022

Ms. Kaur Supreet
Flat No 201 Sri Swamy Arcade,Bapuji Nagar
Bowenpally, Secunderabad, 500011

Your appointment as Analyst in Tax and Regulatory Services

Dear Kaur,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young LLP** subject to the following terms and conditions.

1. Job Title

You shall be designated as **Analyst** in Band **6.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable

b. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

c. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

3. Date of joining

As agreed, you shall join the services of the Firm on **19 September 2022.**

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

Building a better working world

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be Hyderabad-SkyView10-SouthLobby. However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. During the probation period described above, either party may terminate the employment by giving 2 month's notice or 2 month's salary in lieu of notice, to the other party, subject to the release date being approved by the reporting partner.

b. After confirmation of services, either party may terminate the employment by giving a minimum of 3 months' notice to the other party. The Firm may, at its discretion, with or without conditions, agree to waive off this notice period requirement of 3 months, either wholly or partly.

c. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

9. Confidentiality

a. **Remuneration**: You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

February 3, 2022

UID - 111719031001
Name - Alladi Saina Rao
Ph.no - 8074805236

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Alladi Rao,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program.** You will be enrolled into the academic program within 12 months from date of joining. 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,**

Aparna Shailen

Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M-Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic

1117190310002

A. Niharika



Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (May 9, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent**.

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

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v.E.1

UID: 419190210015
Ph no: 9010492602
Name : B. Renuka

CLOUD4C

12 May 2022

To

Budda Raju Renuka,
Hyderabad.

OFFER LETTER

Dear Renuka,

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.3,30,000/- p.a.**, (Three Lakh Thirty 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.

Ch. Kusuma Satya Sreeja
111719031006
9133623457.

CLOUD4C YOUR CLOUD EVOLUTION PARTNER

12 Apr 2022

To

Ch Kusuma Satya Sreeja,
Hyderabad.

OFFER LETTER

Dear **Kusuma,**

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.3,30,000/- p.a.,** (Three Lakh Thirty 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.

WSNE CONS... 12 Nov

to me, Swati

Dear Dasari Mothi Agnes,

This is with respect to your interview which you had with us, we are pleased to extend you an offer of employment with WSNE Consulting Pvt. Ltd., Delhi. This mail will officially confirm your terms of employment.

a) You will be designated as HR Recruiter.

b) You will be offered an inhand salary of Rs.16000 per month.

c) Your date of joining

E. Manasmitha
1117 19031008
9100504927
manasmitha01@gmail.com
DCDS

Capgemini

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

Superset ID: 2320927

Letter of Intent ("LOI")

Dear Emani Manasmitha,

With reference to your interview conducted by us, 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

12 Apr 2022

To

Inturi susmitha,
Hyderabad.

OFFER LETTER

Dear **Susmitha,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **Inturi susmitha**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

K. Tejaswi
111719031011
9177523737

Offer: Computer Consultancy
Ref: TCSL/DT20218749716/Chennai
Date: 04/02/2022

Ms. Tejaswi Kodali
Fl No:- 506, Sai Ram BrundavanQudbullapur, Suchitra,
Adj To St.Anthony School,
Hyderabad-500067,
Telangana.
Tel# 91-9290445717

Dear Tejaswi Kodali,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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

NexTurn India Private Limited
1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India
Mail-ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Ms. Madineni karthika
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad 500015
Mobile No. : 9392738257
e - mail : karthikamadineni@gmail.com

M. Karthika
111719031013
Karthikamadineni@gmail.com
Ph.no:9392738257

Sub: Offer Letter

Dear Karthika,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Signature & Name

07/05/22

K. mahima.
1117 19031014

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20218747265/Chennai
Date: 04/02/2022

Ms. Mahima Kakumanu
B-190Acharya Chanikya Margh,
Prakruthi Nivas, Annaram, Near Airforce Academy Dundigal,
Medchal-500043,
Telangana.
Tel# -

Dear Mahima Kakumanu,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited

Mallavarapu Srija
1117190S1015

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 7-May-2022

To,
Ms. Srija Mallavarapu
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad 500015
Mobile No.: 9381571601
e - mail: mallavarapusrija@gmail.com

• Sub: Offer Letter

Dear Srija,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,

for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Signature & Name

M. Niharika
1117 19 0 3101 6
8978441517
niharikamarneni3@gmail.com

CLOUD4C YOUR CLOUD EVOLUTION PARTNER

DCDS

12 May 2022

To

Marneni Niharika,
Hyderabad.

OFFER LETTER

Dear **Niharika,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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.

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 7-May-2022

To,
Mr. Prasthuthi M
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony, Jeedimetla,
Hyderabad 500015
Mobile No. : 9494575196
e - mail : prasthuthi1111@gmail.com

Sub: Offer Letter

Dear Prasthuthi,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-Jun-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,

for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Signature & Name

bhavana
Roll no:-18
Computer Data Science

Gmail

Bhavana Nagothu <bhavananagothu@gmail.com>

Phno:- 6303278192

FW: Deloitte- Letter of Intent

2 messages

USI Consulting Campus <usiconsultingcampus@deloitte.com> 25 April 2022 at 17:58

Dear candidate,

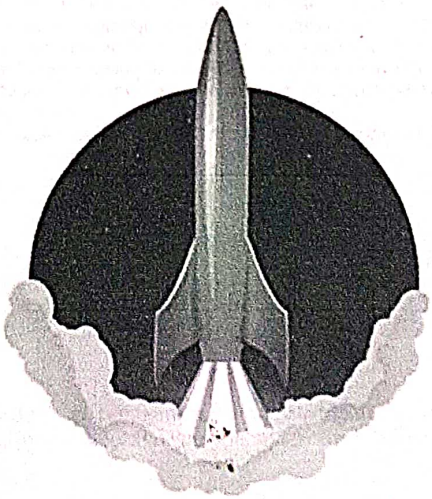
Please reach out to us on **USI Consulting Campus usiconsultingcampus@deloitte.com** for any doubts and queries.

Regards,

Campus Team

From: USI Consulting Campus
Sent: 22 April 2022 08:41 PM
Subject: Deloitte- Letter of Intent

Deloitte Consulting India Private Limited | April'22



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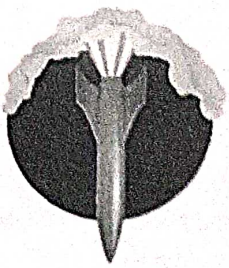
Congratulations!
Letter of Intent to Hire



12 May 2022

To

P Akshaya,
Hyderabad.

OFFER LETTER

Dear **Akshaya,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **P Akshaya**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	6670	Special Allowance	80040
A. Fixed Salary	**22400**	**A. Fixed Salary**	**268800**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**1800**	**C. Employer Provident Fund**	**21600**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

Suma Preethi
VID: 111719031022
9985502551, sumap1341@gmail.com

Congratulations!
Letter of Intent to Hire

Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (April 26, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent.**

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

About Deloitte
Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee ("DTTL"), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as "Deloitte Global") does not provide services to clients. In the United States, Deloitte refers to one or more of the US member firms of DTTL, their related entities that operate using the "Deloitte" name in the United States and their respective affiliates. Certain services may not be available to attest clients under the rules and regulations of public accounting. Please see www.deloitte.com/about to learn more about our global network of member firms.

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VID NO : 111719031024
Name: SANA . NIDHI REDDY
Ph no : 9347125054

Offer: Computer Consultancy
Ref: TCSL/DT20218936852/Chennai
Date: 04/02/2022

Ms. Sama Nidhi Reddy
Loyola Girls HostelSuchitra Circle Road,
Loyola Academy Degree And Pg College,
Secunderabad-500010,
Telangana.
Tel# 91-9441796430

Dear Sama Nidhi Reddy,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
21 & 22, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6615 2222 Fax: 91 44 6615 2555 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

1117190302S
S. Chandana.

Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (May 9, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent.**

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

About Deloitte
Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee ("DTTL"), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as "Deloitte Global") does not provide services to clients. In the United States, Deloitte refers to one or more of the US member firms of DTTL, their related entities that operate using the "Deloitte" name in the United States and their respective affiliates. Certain services may not be available to attest clients under the rules and regulations of public accounting. Please see www.deloitte.com/about to learn more about our global network of member firms.

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MOURI Tech Pvt. Ltd.
Survey No. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
P: +91 40 67254100
www.mouritech.com

Date **: 21 Aug 2022**

EMPLOYMENT OFFER LETTER

Dear Keerthana RATUMMETA

On behalf of MOURI Tech Pvt Ltd., we thank you for your interest in pursuing a career with us. **Congratulations**! We are pleased to make an offer to you for the position of **Associate Trainee - Talent Pool** at the **HitechCity Branch** in **Telangana.**

Unless we mutually agree otherwise in writing, you are expected to join the company on 24 Aug, 2022 Your salary (*Cost to Company – CTC*) including all benefits will be of Rs.250000 Per annum. For the detailed structure of your salary, kindly refer to ***Annexure A (Page3).***

At your level in Grade MT**,** you will be eligible for a performance-linked **MIP (MOURI Tech Incentive Pay).** The MIP benefit could range from **0-10% of your total CTC** & it depends upon the Organization, Practice and individual performance. Any MIP amounts paid will be subjected to statutory and other deductions as per organization policies and practices.

This offer is based on your profile **and** performance in the selection process **and** is subject to your acceptance of the terms of the employment agreement terms below. Please carefully read the specific terms and conditions of this offer as they contain important details. In addition to these terms and conditions, there are other company policies and procedures that you agree to observe and follow during your employment with MOURI Tech Pvt. Ltd.

If you wish to accept this employment offer, please sign all the pages, and return the scanned copy of this offer letter. This offer letter is valid for seven (7) days from the date of the issue, beyond which this offer will expire.

We are extremely excited at the possibility of you joining TEAM MOURI and if you have any questions regarding the conditions of this offer, please feel free to contact us at **hr.in@mouritech.com**

Yours sincerely,



Swarna ANNAPUREDDY

Director - HR

MOURI Tech Pvt Ltd.

ACCEPTANCE OF OFFER

I accept employment with MOURI Tech Pvt. Ltd. under the terms set forth in this letter.

Name: Keerthana Signature:…… Date:……

MOURI Tech Pvt. Ltd.
Survey No. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
P: +91 40 67254100
www.mouritech.com

General Terms & Conditions of Employment

The terms and conditions listed below are not exhaustive and are meant to provide general guidance on the company policies.On the day of joining, complete terms and conditions will be reviewed with you along with Non-Compete and Non-Disclosure agreements.

Commencement of Employment

Your appointment would be effective from the agreed-upon "start date" and will be initially based on the work location that you are selected for employment. Your services are transferable, and you may be assigned to any office of MOURI Tech in India or abroad any time based on business needs. You may also be deputized to work projects for any affiliates, subsidiaries, or other companies with which MOURI Tech has such arrangements.

Probation Period

Your performance will be reviewed upon completion of 6 (Six) months of employment from the date of joining. Your services shall be confirmed, subject to satisfactory performance on the review.

Notice Period

a. You need to give a Ninety (90) days' notice period when resigning the Job and your failure to serve notice period will lead to legal actions by the Company.
b. Company can also terminate employee service without any notice or reason if there is any breach of policies & guidelines, misconduct, performance issues, charged with any criminal offense, involved in any legal capability, false or misrepresentation of facts & failure of background checks.
c. MOURI Tech reserves the right to pay or recover salary in lieu of notice period subject to completion of the knowledge transfer. The responsibility of ensuring the completion of the knowledge transfer within the defined notice period lies with the employee, failing which the relieving date may be extended. The relieving date may also be extended in case the project is at a critical juncture.

Required Documents

On the day of joining, please bring the following. **Please note that all the below listed documents are mandatory, and you will not be allowed to join without them**.

1. Original educational certificates beginning with the tenth standard.
2. Relieving/Experience letters for verification
3. Passport size photographs (Four Nos.)
4. Photocopy of Passport or Driving license
5. Soft copy of your latest C.V
6. Permanent Address proof for Bank account opening (voter ID/Aadhar Card/Ration Card.

_____

Initials

MOURI Tech Pvt. Ltd.
Survey No. 64, 4th Floor
SBR Surya Pearl Sector III
Hitech City, Madhapur
Hyderabad TS 500081
P: +91 40 67254100
www.mouritech.com

Date : 21 Aug 2022

Annexure A

Name: Keerthana RATUMMETA

Designation: Associate Trainee

Location : HitechCity Branch Telangana

EARNINGS	MONTHLY	YEARLY
Basic	6,250.00	75,000.00
HRA	2,500.00	30,000.00
Education Allowance	200.00	2,400.00
Fuel Charges	2,000.00	24,000.00
Special Allowance	8,833.00	1,05,992.00
SUB TOTAL (A)	19,783.00	2,37,392.00
Gratuity	301.00	3,608.00
PF - Employer	750.00	9,000.00
TOTAL	20,833.33	2,50,000.00
DEDUCTIONS	**MONTHLY**	**YEARLY**
PF Employee	750.00	9,000.00
TOTAL DEDUCTIONS (B)	750.00	9,000.00
TOTAL (A-B)	19,032.67	2,28,392.00

CONGRATULATIONS!!!

You have made an important choice in joining us, a choice that will create opportunities for you to do more, learn more and achieve more. By becoming a MOURI Tech associate, you have chosen to be part of a global team that is committed to excellence.

Wish you success in your journey with MOURI Tech family. Welcome Home!



Swarna ANNAPUREDDY
Director - HR
MOURI Tech Pvt Ltd

Initials

1117190310 28
V. Samanitha



Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (May 9, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent.**

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

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v.E.1

C. Yashwanth
111719031034

TATA

Offer: Computer Consultancy
Ref: TCSL/DT20218785200/Chennai
Date: 04/02/2022

Mr. Yashwanth Chattu
Hmt Colony ,Old AlwalHmt Colony,
Beside Vbr Care Vison,
Secunderabad-500010,
Telangana.
Tel# 91-9542413089

Dear Yashwanth Chattu,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Servicelline: 1800 209 3111 Email: careers@tcs.com

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajlguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Mr. Jaswanth kumar
Loyola Academy, Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad- 500015
Mobile No. : 9959156740
e - mail : Johnsunny434@gmail.com

CH. John Jaswanth
111719031035
Johnsunny434@gmail.com

Sub: Offer Letter

Dear Jaswanth,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000/-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & Intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

John
Signature & Name

Hyderabad 25h Jul 2022

Mr. Chintrapally Chaitanya Varma
1-9-51/1,Temple Alwal,
Opp Municipal Offi, Temple Alwal,
Secunderabad, Hyderabad,
Telangana - 500010

OFFER OF APPOINTMENT

Dear Ms. Chaitanya Varma,

Warm Greetings!

We have pleasure in offering you an appointment in SoftSol India Limited and the terms and conditions of the offer are as mentioned below:

1. DESIGNATION

"Software Trainee Engineer"

2. COMPENSATION

Your annual compensation is set at Rs. 3,00,000/- (Rupees Three Lakhs and Seventy Thousand only), and this is the cost to the company ("CTC"). You may refer to Annexure for the breakup of this CTC salary. Additionally, the following terms apply.

a. Remuneration, allowances etc., that are paid/payable to you will have a cutoff date of March 31 of every year and will be subjected to Income tax, Professional Tax and such other statutory deductions.
b. Payment of compensation each month or for a pay period, is not automatic merely by virtue of signing of this employment agreement. Actual compensation paid will be determined based on (i) the services rendered as evidenced by signed time sheets by the company designated authorized supervisor, (ii) timely submission of the said time sheets, (iii) adherence to the company code of conduct, policies and procedures as set forth in the Employee Handbook, and (iv) any special circumstances that may be relevant to determining the payments.
c. All non-wage related compensation, payments for all other purposes, including reimbursement of expenses for local conveyance, telephone use, will be made subject to the following requirements:- (i) written authorization prior to incurring the expense, (ii) complying with terms and conditions for proper use of the funds expended, (iii) timely submission of accurate and relevant receipts and documentation, and the policies, procedures and conditions are subject to change at the discretion of the management at any time during your employment.

Contd.....2

3. EMPLOYMENT RULES & REGULATIONS

During your employment, you will be governed by the rules, regulations of service and orders of the company as laid down in the "Staff policy" that may be in force and which may be amended, altered or extended from time to time. Your acceptance of this offer carries with it your agreement to observe all such rules, regulations and orders.

4. LEAVE

You will be entitled to avail leave as per rules applicable to your category in the company.

5. PLACEMENT OF WORK

a) Your initial place of work is at SoftSol India Limited, Hyderabad and can be at any location in India.

b) You shall be liable to be transferred to any of the establishments of the company or our Client locations or associate companies anywhere in India or abroad in which case you will be governed by the rules and regulations applicable to that establishment.

c) You may be required to travel abroad and work overseas as required by our business needs. You must have a valid passport within 60 days of joining us. The compensation, allowances and other matters pertaining to overseas assignments will be provided to you before your deputation abroad.

d) The Travel guidelines of the company at the time of joining, transfers, posting outside India, and on duty are applicable to you. When you are on duty and away from your place of posting the TA, DA etc. will be paid /reimbursed to you subjected to rules of the company.

6. CONFIDENTIAL

a) The job is a full-time assignment and you shall devote your whole time and attention to the interest of the company and shall not engage yourself in any other business/occupation, whatsoever.

b) You shall not conduct in any manner amounting to breach of confidence reposed in you or inconsistent with the position or responsibility occupied by you.

c) You shall not at any time during your employment or thereafter, disclose to any person, firm or company any information concerning the affairs of the company or disclose, without the written permission of the company any information which is or may be of a confidential nature.

d) In this connection, you are required to sign the Confidentiality and Non-Solicitation agreement in the prescribed format, which shall form a part of these terms and conditions.

Contd...3

7. PROBATION/TRAINING

You will be on probation in the services of the company for an initial period of 6 months. Your employment will be deemed as confirmed automatically on completion of probation period followed by 6 months of training period subject to background check clearance. However, the position may vary if the HR department reports unsatisfactory background check clearance within 30 days of completion of probation period which will lead to termination of employment.

However in case of exceptional performance, management can consider early confirmation or in case of non-satisfactory performance, probation can be extended for a further period of 3 months.

At any time during the probation period, in case of breach of trust, gross negligence of duty, non-performance report from the Client, or for any other reasonable cause your employment could be terminated without notice in which case no severance will be payable.

8. TERMINATION BY THE EMPLOYER:

The company may terminate your services with or without cause in the following manner:

With Cause: The Company may, immediately and without notice, terminate your services with "Cause". The term "Cause" shall, as used in this Document, mean (1) the commission of a crime involving moral turpitude, theft, fraud or deceit; (2) conduct that has an adverse effect on the Company reputation; (3) substantial or continued unwillingness or inability to perform duties assigned to the EMPLOYEE; (4) gross negligence or deliberate misconduct; (5) any material breach of terms and conditions specified in this letter; (6) Un-authorized absence from work for a period of three or more consecutive days without due consent or notifying your reporting manager; (7) Providing any false information to the company; (8) if the performance of assigned duties / deliverables is not as per the expectations of the reporting manager / Client..

Without Cause: In the event of termination without Cause, the EMPLOYEE will be provided with 60 days written notice prior to such termination or paid severance pay in lieu thereof equivalent to / calculated on the basis of the last basic salary.

9. RESIGNATION BY EMPLOYEE:

If you wish to leave the services of the Company after 2 years, a clear written notice of 60 days has to be given to the Company. In case of failure to give such written notice within the prescribed time, you are bound to make good the loss suffered by the Company and any other charges/liabilities Company incurs consequent to the failure to give required written notice.

The company at its sole discretion may decide to relieve you from your employment immediately, or at any time within / at the end of 60 days' notice period, without any requirement of further compensation past such date of termination.

Contd...4

10. FITNESS AND CHECKS

We reserve the right to make criminal and background checks on you based on our needs.
We also reserve the right to demand Medical fitness certificate as per our requirements.

11. You are required to submit the following documents at the time of reporting for duty:

a) Certificate in proof of your date of birth.
b) Certificates in proof of your educational qualifications
c) Six passport size photographs
d) Relieving letter from your current employer and latest pay slip.
e) Work Experience certificates
f) Xerox copy of your passport
g) Xerox copy of your PAN card
h) Confidentiality and Non-Solicitation agreement duly completed and signed.
i) Xerox copy of the address Proof such as Driving License / Voter ID card

If the above terms and conditions are acceptable to you, please sign, date and return this letter in duplicate (two sets). One set will be for you and the other will be with the company.

Your employment will begin on or about 1 Aug 2022 and the exact date, time and location of reporting will be sent in a separate communication as soon as we receive your signed letter.

If you are currently employed, you are requested to send us a copy of your resignation letter that you have sent to your current employer. If you are not currently employed, then you are requested to send us a copy of the relieving and experience letter or termination details pertaining to your employment relationship with your most recent employer. The details you send will help us finalize the necessary arrangements to get you on board smoothly.

for SoftSol India Limited

Bhaskara Rao Madala
Whole Time Director

I Mr./ Ms._____ s/o/d/o_____
accept the above terms and conditions.

I also agree that I will not share the details of the offer with anyone expect with my immediate family members.
My joining Date is .....

Place: _____
Date: _____

I. Karthikeya
111719031041
BSC CDS
9515446812
Karthikeyaimmaneni6468@gmail.com

Registration Certificate
Government of Telangana
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

/ Registration Number: **23622029000216**



1.	Name and permanent address of Food Business Operator (FBO)	HOLA CAFE AND RESTRO HNO:5-6-137/2/3D KUKATPALLY , Qutubullapur (Except GHMC Area), Medchal-Malkajgiri, Telangana-500072
2.	Address of location where food business is to be conducted / premises	PLOT NO LIG:18,PHASE:15,KPHB COLONY,KUKATPALLY, Qutubullapur (Except GHMC Area), Medchal-Malkajgiri, Telangana - 500072
3.	Kind of Business	Hotel, Restaurants, Petty Retailer of snacks/tea shops
4.	Photo Identity Card	N/A

This Registration certificate is issued under and is subject to the provisions of FSS Act, 2006 all of which must be complied with by the petty food business.

Place / Medchal-Malkajgiri

Issued On / 28-01-2022 (New Registration)

Valid Upto: 27-01-2023 (For details, refer Annexure)

Registering Authority

Annexures:

1. Product Annexure
2. Validity Annexure
3. Registration Id Card

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**
2. **This Registration Certificate is only to commence or carry on food businesses and not for any other purpose.**
3. **This is computer generated Registration Certificate and doesn't require any signature or stamp by authority.**
4. **This Registration Certificate is allowed to conduct food businesses activities having annual turnover upto Rs. 12 Lacs only.**

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Registration Certificate
Government of Telangana
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

/ Registration Number: **23622029000216**

Detail(s) of Food Item

[**Note:**Only standardised food products are allowed to be manufactured as per the list available on FoSCoS.]

Other then Manufacturer Unit	
Sl. No	**Name of the food category**
1	07 - Bakery products
2	16 - Prepared Foods
3	05 - Confectionery
4	15 - Ready-to-eat savouries
5	18- Indian Sweets and Indian Snacks & Savouries products

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Validation And Renewal Annexure

Registration Certificate
Government of Telangana
Food Safety and Standards Authority of India
Registration Certificate under FSS Act, 2006

/ Registration Number: **23622029000216**

Validity From	Validity Upto	Issued On	Fee Paid	Type
28-01-2022	27-01-2023	28-01-2022	100 INR	New

Suspension History

S.No	History	Date
N/A		

Current Status of Registration: Registration Certificate issued

Note:

1. **Application for renewal of Registration Certificate can be filed as early as 180 days prior to expiry date of Registration Certificate. You can file application for renewal or modification of Registration Certificate by login into FSSAI's Food Safety Compliance System(https://foscos.fssai.gov.in) with your user id and password or call us at 1800112100 for any clarification.**

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Registration ID Card

fssai



Registration ID: 23622029000216

Valid Upto: 27-01-2023

Name: HOLA CAFE AND RESTRO

Address: PLOT NO LIG:18,PHASE:15,KPHB COLONY,KUKATPALLY, Qutubullapur (Except GHMC Area), Medchal-Malkajgiri, Telangana - 500072

KOB: Hotel, Restaurants, Petty Retailer of snacks/tea shops

Govt ID Card: N/A

Issuing Authority: Medchal-Malkajgiri

Issued On: 28-01-2022

[Disclaimer:This Registration ID card is issued only for the provisions laid down under Food Safety and Standards Act, 2006 and hence, shall not be used for any other purpose.]

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K. Amithesh reddy
CDS-111719031042
9121096211

Ref: TCSL/DT20218830807/1765193/Chennai
Date: 27 June 2022

MR. KAATAM AMITHESH REDDY
Hno. 10-3-593/3, Vivekanandapuri Road No. 4,
Opp. Rtc Hospital, Karimnagar,
Telangana-505001.

Sub: Joining Letter

Dear Mr. Kaatam Amithesh Reddy,

Welcome to TATA Consultancy Services Limited (TCSL). We are glad that you have accepted our offer and look forward to you being a part of our family.

We are pleased to inform you that your Initial Learning Program (ILP) at TCSL will commence on **18th July 2022** at **Chennai** . You are requested to report at the address detailed below on **18th July 2022** at **09:00 AM** .

M/s. Tata Consultancy Services Ltd TCSL "Chennai One" - SEZ Unit, (IGGGL- SEZ)
200 Ft. Thoraipakkam - Pallavaram Ring Road,Thoraipakkam,,
Chennai - 600 096,Tamil Nadu, India,
Chennai, Tamil Nadu-600096.
(Route map of the ILP Centre can be viewed on TCS NextStep>>ILP Corner>>ILP Centres)

Contact Person: Ms. Lakshmi Harish
Phone: 9104466168888
Email Id: lakshmi.harish@tcs.com
(Contact Hours: Monday - Friday, 9 AM to 6 PM)

You will continue to receive further communication through the pre-employment orientation (PEO) platform. Your exact time of reporting will be published through announcements on PEO.

Please download the Joining Letter Annexure (TCS NextStep>>ILP Corner>> Joining Letter) detailing the formalities to be complied with prior to the commencement of your learning.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Ltd
Peepul Park, Technopark Campus, Kariavattom P.O., Thiruvananthapuram - 695 581, Kerala, India
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021
Corporate Identification Number (CIN): L22210MH1995PLC084781

Kamal Kumar Rao
111719031043
7013626288

CLOUD4C YOUR CLOUD EVOLUTION PARTNER

12 Apr 2022

To

Kamal Kumar Rao,
Hyderabad.

OFFER LETTER

Dear **Kamal,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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.

N. Nikhil
1117190310 47

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 7-May-2022

To,
Mr. Nikhil Nallabolu
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony, Jeedimetla,
Hyderabad 500015
Mobile No. : 7013647492
e - mail : nikhilchowdary.n2001@gmail.com

Sub: Offer Letter

Dear Nikhil,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-Jun-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

N. Nikhil
Signature & Name

1117190310 48

TCS Offer Letter Inbox

TCS Recruitment - Entr... 4 Feb

to me

Dear **Jagan Paderu,**

Congratulations! We are delighted to inform you that you have been successfully completed our initial selection process. We are pleased to share the TCS Offer Letter with you.

Your Offer Letter is available to in your NextStep account.

Follow the instructions given below to accept your Offer Letter:

1. Connect to the internet and click on the link: https://nextstep.tcs.com.
2. Login to the system using your Login Credentials.
3. To accept the offer letter, click on Offer Letter.
4. Click on **I Accept** button to accept the offer
5. Once you accept the offer letter, you can download the same.

We will be in touch with you to keep you abreast of the latest happenings at TCS.
Looking forward to hearing from you soon!

For any query, please contact 1800-209-3111(toll free) / ilp.support@tcs.com

Warm Regards,
Talent Acquisition Group

111719031049
P. Rajeev
9154601038

Offer: Computer Consultancy
Ref: TCSL/DT20218746802/Chennai
Date: 04/02/2022

Mr. Rajeev Panthagani
14-5, Sundarsing NilayamRama Nagar,
Christianpet,
Vijayawada-521101,
Andhra Pradesh.
Tel# 91-9398474690

Dear Rajeev Panthagani,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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

Date: 01/06/2022

Offer of Employment

1117/19031053
P.M.V. Chaitanya

Hi,
Mr. Pendyala Mohan Virendra Chaitanya
H. No. B236,
3rd Avenue, Sainikpuri,
Secunderabad-500094
Telangana.
Phone No: 9491654599

Welcome to M/s. JobX Robot Pvt Ltd!

It gives us immense pleasure in inviting you to join **M/s. JobX Robot Pvt Ltd**as one of its valuable members. We believe that the growth of an organization is fuelled by the enthusiasm and energy of people who are willing to invest into its future. We therefore believe that all our employees are truly our Associates in our road to the future. We are happy that you are one such Associate joining us in our efforts to create a truly global organization.

We are pleased to inform you that you have been offered an employment in **M/s. JobX Robot Pvt Ltd.** as **Jr. React Native Engineer.**

Your total Cost to Company (TCTC) will be **Rs.3 LPA (Rupees Three Lakhs per annum).**This offer is given to you on your commitment to work for the organization for at least 3 years.

You will be part of the Software department and you will report to the Manager assigned by **M/s. JobX Robot Pvt Ltd.**

This offer has been made based on the information furnished by you. However, if there is a discrepancy in the given documents / certificates then the company reserves the right to revoke the offer at any time.

We trust your knowledge, skills, experience and commitment will be among our most valuable assets. We look forward to you having a successful career at **M/s. JobX Robot Pvt Ltd.**

Wishing you all the best,

Yours sincerely,
For M/s. JobX Robot Pvt Ltd.

JOBX ROBOT PVT. LTD. SECUNDERABAD

Gautama H
HR Manager

1117190310SC
S.R. Saibaba

4G 11:13 0.10 KB/s ... Vo)) 4G LTE 76%

Congratulations!
Letter of Intent to Hire

Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (May 9, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow ***post your acceptance of this letter of intent.***

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

About Deloitte

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee ("DTTL"), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as "Deloitte Global") does not provide services to clients. In the United States, Deloitte refers to one or more of the US member firms of DTTL, their related entities that operate using the "Deloitte" name in the United States and their respective affiliates. Certain services may not be available to attest clients under the rules and regulations of public accounting. Please see www.deloitte.com/about to learn more about our global network of member firms.

Fwd: Congratulations on your offer with Deloitte!

1 message

Shreyas Sudarshanam <shreyas.sudarshanam98@gmail.com> Tue, 10 Jan 2023 at 10:10
To: la.cdsdae@gmail.com <la.cdsdae@gmail.com>

---------- Forwarded message ---------
From: **Recruiting at Deloitte** <donotreply@deloitte.com>
Date: Tue, 1 Nov 2022 at 19:07
Subject: Congratulations on your offer with Deloitte!
To: <SHREYAS.SUDARSHANAM98@gmail.com>

Deloitte.

Deloitte India (Offices of the US)



Dear Sudarshanam,

Congratulations!

Welcome to the Deloitte family.

We are pleased to extend the Employment Offer to you.

Please formally accept/decline this offer within 3 days (three days).

Should you accept this offer, a separate link will be emailed to you to upload all mandatory documents for background verification.

Please do the needful within three days, failing which this offer maybe withdrawn at the sole discretion of the Deloitte India (Offices of the US).

This offer and your employment with Deloitte India (Offices of the US) are conditional upon the successful background investigation into matters relating to your suitability for employment by Deloitte India (Offices of the US), including, successful completion of your current graduation/ post-graduation program and the submission of your mark sheets and passing certificate on/ before your date of joining and prior employment (if any).

At Deloitte we believe we can be successful only when we help others succeed.As a leading professional services firm,we take pride in investing in our people's personal and

professional aspirations.

Keeping this in mind we bring to you onboarding assistance services providing personalized guidance for your seamless transition into the organization.

- **Background Investigation** - Should you accept this offer, a separate link will be emailed to you to upload all mandatory documents for background verification. Please note, this form requires you to provide seven years of history including employment and residence information. Please ensure you gather the appropriate documentation to accurately complete the form with exact dates, addresses, etc. It is vitally important that you do not estimate any information submitted. Once you have accepted your offer, First Advantage will conduct a background investigation based on the information submitted. The background investigation process involves verifying the information you submitted. Any and all discrepancies will be flagged and reviewed. Please complete the Background Investigation Form within 24 hours of receiving the link.

- **New Hire Registry** - You will also receive an email from Deloitte directing you to the Talent on Demand portal asking you to complete the New Hire Registration. The New Hire Registration enables your information to be input into the Deloitte HR systems. You will be asked to verify the information populated from your employment application and correct any errors or omissions. In order to complete this step you will need to enter emergency contact names, phone numbers, and addresses as well as bank routing number for direct deposit.

Note:

- Should you have any questions, please contact your Deloitte recruiter.
- It is mandatory to e-sign the offer letter as a confirmation of your acceptance.

Click the below URL to view the Deloitte (Offices of the US) benefits program overview.

https://deloittenet.deloitte.com/TalentOnDemand/WellBeing/USI/Documents/USIOnePager.pdf

This email contains a secure link. Please do not share this email, link, or access code with anyone.

As of December 6, 2021, all personnel should be fully vaccinated against COVID-19 to access any Deloitte US India office facilities. "Fully vaccinated" is defined as 15 days after the administration of the second dose of the vaccine or as further defined by Central/State government protocols and guidelines. Employees who have personal circumstances that prevent them from complying with this policy may request flexibility.

Deloitte Consulting India Private Limited will periodically review our policy as the pandemic evolves and make any appropriate adjustments. Client vaccine requirements will determine whether personnel are eligible to work on-site at a client facility.

Regards
Deloitte India (Offices of the US)



Get in touch



About Deloitte

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee ("DTTL"), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as "Deloitte Global") does not provide services to clients. In the United States, Deloitte refers to one or more of the US member firms of DTTL, their related entities that operate using the "Deloitte" name in the United States and their respective affiliates. Certain services may not be available to attest clients under the rules and regulations of public accounting. Please see www.deloitte.com/about to learn more about our global network of member firms.

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11171903105 9
Y. Bala Rohith Reddy
6301187559

CLOUD4C YOUR CLOUD EVOLUTION PARTNER

12 May 2022

To

Y Bala Rohith Reddy,
Hyderabad.

OFFER LETTER

Dear Rohith Reddy,

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.3,30,000/- p.a.**, (Three Lakh Thirty 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 YOUR CLOUD EVOLUTION PARTNER

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : Y Bala Rohith Reddy
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	6670	Special Allowance	80040
A. Fixed Salary	**22400**	**A. Fixed Salary**	**268800**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**1800**	**C. Employer Provident Fund**	**21600**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

11171903106 1
A - Sanjay

Ref: TCSL/DT20218461439/1764742/Chennai
Date: 30 April 2022

MR. SANJAY AKULA
2-29/2 Laxminagar Mandal Mirdoddi . Siddipet Laxminagar,
Hanuman Temple, Hyderabad,
Telangana-502108.

Sub: Joining Letter

Dear Mr. Sanjay Akula,

Welcome to TATA Consultancy Services Limited (TCSL). We are glad that you have accepted our offer and look forward to you being a part of our family.

We are pleased to inform you that your Initial Learning Program (ILP) at TCSL will commence on **16th May 2022** at **Chennai** . You are requested to report at the address detailed below on **16th May 2022** at **09:00 AM** .

M/s. Tata Consultancy Services Ltd TCSL "Chennai One" - SEZ Unit, (IGGGL- SEZ)
200 Ft. Thoraipakkam - Pallavaram Ring Road,Thoraipakkam,,
Chennai - 600 096,Tamil Nadu, India,
Chennai, Tamil Nadu-600096.
(Route map of the ILP Centre can be viewed on TCS NextStep>>ILP Corner>>ILP Centres)

Contact Person: Ms. Lakshmi Harish
Phone: 9104466168888
Email Id: lakshmi.harish@tcs.com
(Contact Hours: Monday - Friday, 9 AM to 6 PM)

You will continue to receive further communication through the pre-employment orientation (PEO) platform. Your exact time of reporting will be published through announcements on PEO.

Please download the Joining Letter Annexure (TCS NextStep>>ILP Corner>> Joining Letter) detailing the formalities to be complied with prior to the commencement of your learning.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Ltd
Peepul Park, Technopark Campus, Kariavattom P.O., Thiruvananthapuram - 695 581, Kerala, India
Telephone : +91 471 6629400, Fax: +91 471 6629499, Website : www.tcs.com
Registered Office : Nirmal Building, 9th Floor, Nariman Point, Mumbai - 400 021
Corporate Identification Number (CIN): L22210MH1995PLC084781

P. Yagna Sri
111719031062 -DCDS
7993298755

Offer: Computer Consultancy
Ref: TCSL/DT20218764797/Chennai
Date: 04/02/2022

Ms. Yagna Sri Pailla
55-2-749Bank Colony,
Near Balamithra Ps,
Hanamkonda-506015,
Telangana.
Tel# -7993298755

Dear Yagna Sri Pailla,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

OFFER LETTER

Name: **Aravind Eluru**
Date: 29th June, 2022

Dear **Aravind Eluru,**

With reference to your application and subsequent discussions with us, we are pleased to offer you a role with **Infinity Learn**, on the following terms and conditions ("**Agreement**").

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, on **Thursday, 30th June, 2022**. Your work location will be **Hyderabad**, or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 45 days, commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of this Agreement.

3. **Extension of Agreement:** In case of a business requirement, this Agreement may be extended by another 2 weeks (over above the 45 days' term) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company in this matter shall be final and binding.

4. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for processing your Personal Information, and Sensitive Personal Data or Information for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check). Your appointment is contingent on the results of the background check. If the results of your background check reveal information that is inconsistent with our standards, or, if contrary to information given by yourself, this Agreement may be terminated forthwith upon written notice by the Company without any liability to you.

5. **Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of Academic Counsellor will be done with a compensation of **ANNUAL CTC of INR 4 LPA + incentives** for the role of Academic Counsellor. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

6. **Department, Designation & Reporting Manager:**

Department: Consumer Sales

Designation: Academic Counsellor

Sales Reporting Manager: As per business requirements

Role Location: Hyderabad

Sales Circle Location: Telangana

Training Location: Hyderabad

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

The training will be conducted out of the Training location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

7. **Cost to the Company:** Your compensation is **INR 20,000** per month during the training period (of up to 2 months) and after confirmation of your employment you will be eligible for **Annual CTC of INR 4 lakhs+ incentives**. You are also eligible for performance **pay of up to INR 1, 00,000** based on your individual targets and performance numbers during your training period.

8. **Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you the following contractual, statutory and compulsory deductions:

a. Provident Fund.
b. Income tax deducted at source at the rates applicable.
c. Employment / professional taxes.
d. Dues to Company including loans and advances; or
e. Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

9. **Expense Reimbursement:** In addition to the aforementioned salary, you shall be reimbursed the pre-approved expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents, in accordance with the Company's reimbursement and expense policy applicable to you from time to time.

10. **Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy applicable to you from time to time.

11. **Leaves:** You will be entitled to such leaves in accordance with the company's leave policy applicable to you from time to time.

12. **Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

*(*In case, where this Agreement is extended, as per Clause 3 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

13. **Termination:** Subject to Clause 2, your services may be terminated in the following manner:

a. The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b. In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c. In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

Rankguru Technology Solutions Private Limited (CIN: U72200TG2018TC127878)
Registered Office: Plot No. 81, Survey No. 11/11-11/1 Khananmet, Ayyappa Society,
Madhapur, Hyderabad, Rangareddi, Telangana - 500081

d. **Return of Company Assets**: Upon termination of your employment with Infinity Learn for any reason, you are obligated to forthwith return all assets of Infinity Learn within your possession or control (without any loss or damage), failing which Infinity Learn reserves the right to take appropriate legal action against you and recover the cost for such damage or loss from you and take such other actions as available under the laws. Infinity Learn shall adjust the such costs from any amounts payable to you towards your full and final settlement of dues. In the event there are no sufficient amounts due and payable to you against which such costs are to be adjusted, Infinity Learn shall raise a demand note and you shall make payment of such amounts within 7 (seven) days of receipt of the demand note.

14. **Confidential Information:** As an employee, you may come into possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to, course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance of the obligations pursuant to your employment with the Company. You obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

15. **Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights. You hereby acknowledge and agree that any content, copyright, inventions, designs, ideas, improvements, discoveries concepts, techniques, patents, copyrights, trademarks or computer programs conceived, created, developed, generated, or discovered by you, solely or jointly with others, during the course of your employment with Company, whether or not conceived during regular working hours at Company or Company's premises (collectively "**Inventions**") shall be deemed to have been made within the scope of your employment with Company, and therefore, constitute works for hire, and shall automatically upon their creation become the exclusive property of Company. You agree to promptly notify and fully disclose the existence of such Inventions to Company upon their creation or discovery. You hereby transfer and assign in favour of Company all rights, title, and interest in and to all such Inventions, including moral rights, if any. You agree that such assignment shall be irrevocable, perpetual, worldwide and royalty-free. To the extent the Inventions are not works for hire under applicable laws, you hereby irrevocably and perpetually assign them and any and all intellectual property rights and intangible proprietary rights relating thereto to Company in their entirety and agree to execute any and all documents necessary or desired by Company to reflect Company's ownership and protection thereof. You shall not, under any circumstances, seek or attempt to register any intellectual property rights using or incorporating the intellectual property rights of Company or deceptively similar thereto in any form or manner. To the extent you hold any right, title, or interest in and to the Inventions, you hereby irrevocably and perpetually (a) assign to Company all such rights, title, and interest in and to the Inventions; and (b) waive any claims in and to the Inventions. To the extent the Inventions or any part thereof are not works for hire under applicable law, you assign them and any and all intellectual property rights and intangible proprietary rights relating thereto to Company in their entirety and agree to execute any and all documents necessary or desired by Company to reflect the Company's ownership thereof.

16. **Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;
b. Contravention of any of the terms, conditions, covenants of this Agreement, or the Non-Disclosure and Confidential Information Agreement;
c. Any representation or warranty or information furnished to the Company found to be false;
d. Violation/non-compliance with any laws/rules/regulations while rendering the services;
e. Failure to adhere to the standards/specifications/policies of the Company; or
f. Third party claims arising out of or in connection with the Personal Information and Sensitive Personal Data or Information provided by you.

Infinity Learn by Sri Chaitanya

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

17. **General Provisions:**

a. Your working hours shall be governed by the working hours policy of Infinity Learn applicable to you and as amended from time to time. You may be required to work beyond the usual working hours from time to time depending on the business needs. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. During the term of this Agreement, you shall not engage in any work, paid or unpaid, that creates an actual or potential conflict of interest with Infinity Learn. Such work may include, but is not limited to, directly or indirectly competing with Infinity Learn in any way, or acting as an officer, director, employee or consultant of any entity, including an entity of the same or similar nature as, or which is in direct or indirect competition with, the business in which Infinity Learn is now engaged or in which Infinity Learn becomes engaged during the term of your employment with the Infinity Learn, as may be determined by Infinity Learn in its sole discretion. If Infinity Learn believes such a conflict exists during the term of this Agreement, Infinity Learn may terminate the Agreement forthwith upon written notice.

c. During your employment with Infinity Learn and for a period of 6 months thereafter, you shall not, directly or indirectly (as the case maybe) (i) entice any employee or consultant to leave their employment or services with Infinity Learn; (ii) solicit such employees or consultants for employment or service opportunities any third party; or (iii) solicit or entice in any manner, directly or indirectly any customers, agents, vendors, users, clients of Infinity Learn.

d. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with the utmost honesty and professional ethics.

e. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you will maintain this information and any future changes to your remuneration, as strictly personal and confidential.

f. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith upon written notice and without any liability or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

g. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

h. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

i. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

j. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

k. This Agreement constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This Agreement supersedes any prior, contemporaneous, and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this Agreement will be effective only if it is in writing, signed by both parties. All restrictive covenants contained in this Agreement shall survive the termination of this Agreement.

l. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vast exclusively in the courts of Hyderabad, Telangana.

Rankguru Technology Solutions Private Limited (CIN: U72200TG2018TC127878)
Registered Office: Plot No. 81, Survey No. 11/11-11/1 Khananmet, Ayyappa Society,
Madhapur, Hyderabad, Rangareddi, Telangana - 500081

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

The terms of your employment detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this Agreement.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date.

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. This Offer Letter
7. PAN Card
8. Any other document required by the Company
9. Voter ID/Passport/Driving License
10. Cancelled Cheque /Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter (Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,



CEO

Wednesday, 29th June, 2022

I have read and hereby accept this letter and terms thereof:

Candidate Name: Aravind Eluru

Signature:

mediamint

Name	Anita kumari
Job Title - Grade	Trainee - T1
Work Location	Hyderabad, India
Date of Joining	6th June 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	992	11,902
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution **1**	1,950	23,400
ESI Employer Contribution **2**	564	6,768
Performance Bonus **3**	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance **4**	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) **5**		0
Group Accident Coverage (INR 5,00,000 cover) **5** & Group Term Life Insurance		1,000
Gratuity **6**		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

1 Employer Provident Fund Scheme: Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

2 ESI Coverage: As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

3 **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

4 **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4070

5 Insurance Coverage:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

6 Gratuity will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

---------- Forwarded message ---------
From: **Pavan Sirwani** <pavan@epromocio.com>
Date: Tue, 19 Jul, 2022, 8:08 pm
Subject: Offer Letter cum Appointment Letter @ Promocio, Congratulations !
To: <anjalimaniyal21501@gmail.com>

Dear Anjali Maniyal,

Greetings from Promocio…..

Subsequent to our meetings and discussions, your candidature has been selected for the role of Inside Sale
at our office based out of Hyderabad, India.

We are pleased to offer you an annual remuneration of Rs.3,00,000 (Three lakhs rupees only) (Cost to the
per annum for this role subject to correct documents being submitted. Your Date of Joining is 21st June 20

Promocio shall carry out a background reference check for your past work experience, education & other cr
per the information & relevant documents provided by you.

Please note that all the information that you may be exposed to during the course of your employment with
confidential nature.

You will be entitled to 18 paid leaves per annum on pro rata basis. You can be eligible for two weeks (appro
of paid holidays in each year after completion of two years of service.

Under the probation period you are not entitled for any leaves. On confirmation you need to give one mont
notice before getting relieved.

The company follows Australian Government calendar holidays.

The company reserves the right to terminate your services if the performance is found to be unsatisfactory
breach of contract with immediate effect.

During the employment with this company, you cannot take any other employment with any other organiza
time / part time for monetary benefit or otherwise.

This offer is subject to all information given by you being correct and factual.

At the time of joining you are requested to submit the following:

-Photo Copies of Degree Certificate of Graduation.
-Proof of employment. - Appointment Letter, Relieving Letter all Pages including salary break up
-Proof of salary (last three months).
-Address and ID Proof.
-Latest Photo.

This offer is valid if you join the services of the company on or before 21st June 2022 , failing which, the o
to be re-validated. We look forward to welcoming you on board and hope that you will have a rewarding ca

Kindly acknowledge the same with your acceptance.

Please contact us for any further queries.

Regards
Pavan

Human Resource

cleansheetgroup.com
info@cleansheetgroup.com
1600-21 King Street West Hamilton
Ontario, Canada L8P 4W7

14/06/2022

Miss. Gayathri Priya

India – Hyderabad

Dear Miss.Gayathri Priya,

For Creation Executive, [Clean Sheet Group] is offering a monthly salary of [350USD] . You will be paid on a monthly basis. You will be based in India but may be required to work at other locations determined by the needs of the business.

Please indicate your agreement with these terms and accept this offer by signing this agreement and returning it to me.

- Healthcare: Covered.
- Vacation: 30 calendar days annually
- Probation Period: 90 days
- Salary During Probation Period: 350USD Monthly
- Starting the working day on 16-Jun-2022

We look forward to welcoming you to the Clean Sheet Group team.

If you have any questions or need additional information, please don't hesitate to contact me by email.

Best Regards,

HR. Manager – Dubai

Wassim sa'adah

14/06/2022

Miss. Boppidi Deepika

India – Hyderabad

Dear Miss. Boppidi Deepika,

For Creation Executive, [Clean Sheet Group] is offering a monthly salary of [350USD] . You will be paid on a monthly basis. You will be based in India but may be required to work at other locations determined by the needs of the business.

Please indicate your agreement with these terms and accept this offer by signing this agreement and returning it to me.

- Healthcare: Covered.
- Vacation: 30 calendar days annually
- Probation Period: 90 days
- Salary During Probation Period: 350USD Monthly
- Starting the working day on 16-Jun-2022

We look forward to welcoming you to the Clean Sheet Group team.

If you have any questions or need additional information, please don't hesitate to contact me by email.

Best Regards,

HR. Manager – Dubai

Wassim sa'adah

B. Deepika.

Wells Fargo International Solutions Private LTD
Divyasree NSL SEZ, Raidurga Village
HYDERABAD,TS, 500032

November 09, 2022

Miss Preethi Nair
H.no 3-4-15/21/50&51 Lane 3 GMR GARDEN ROUTE ESTATE BOLARUM KOMPALLY HYDERABAD
SECUNDERABAD

Dear Preethi,

We are pleased to offer you a position at Wells Fargo International Solutions Private LTD ("Wells Fargo" or "Company"), and your employment shall be effective from the Date of Joining as mentioned below, on the following terms and conditions:

• **Designation:** You will be designated as Commercial Banking Portfolio Coordinator. Wells Fargo reserves the right to amend your position title as may be required from time to time. Notwithstanding anything herein, this offer is conditional on Wells Fargo receiving a satisfactory reference and background check on you, as well as not having an outside activity that is in conflict with Wells Fargo's interests. On your first day of employment December 12, 2022(DOJ) you will need to report to Wells Fargo International Solutions Private LTD, Divyasree NSL SEZ, Raidurga Village, HYDERABAD, TS, 500032. Your start time will be provided prior to your start date.

• **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 ₹306,000.00. Please note that tax will be deducted at source from your gross compensation above in compliance with prevailing tax regulations. 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, corporate title, 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 Group Company where such duties or services are of a similar status to or consistent with your position with Wells Fargo. For the purposes of this agreement, "Group Company" means any subsidiary or holding company of the Company, any subsidiary of such holding company, and any company in which the Company or any such holding company holds or controls directly or indirectly not less than 20% of the issued share capital.

• **Confidentiality:** As an employee of Wells Fargo, you will have access to Wells Fargo's Confidential Information. The Confidential Information remains the sole property of Wells Fargo or any Group Company. You must not, either during (except in the proper course of your duties) or after the termination of your employment, without the prior written consent of the Company, directly or indirectly, divulge, use or otherwise disclose to any person whatsoever, the Confidential Information, either for your own or for another's benefit. You must use your best endeavors to protect the Confidential Information and prevent unauthorized disclosure or misuse of the Confidential Information. You must immediately notify the Company should you suspect unauthorized disclosure or misuse of the Confidential Information and, where required, assist the Company in any proceedings taken by the Company for alleged unauthorized disclosure and/or misuse of the Confidential Information. You must enter into any other confidentiality agreement or provide confidentiality undertakings as required by the Company from time to time to protect its business interests and those of its customers and any Group Company. For the purpose of this clause, "Confidential Information" means any trade secrets or confidential information relating to or belonging to the Company or any Group Company, in any form or format, including but not limited to: (i) business strategy, plans and dealings; (ii) product lines, services, price and cost information, marketing plans; (iii) staff salaries and terms and conditions, personnel history; (iv) secrets, dealings, transactions, lists or affairs of any clients of the Company or any Group Company; (v) business accounts, finances, profit margins and financial records; (vi) business forms and operating

procedures, policies and practices; (vii) technical data and software; (viii) intellectual property and inventions; (ix) any information in respect of which the Company or any Group Company is bound by an obligation of confidentiality to a third party; and (x) any information classified as private, internal use, confidential or restricted (or similar) under Wells Fargo's Information Classification Matrix (or any such document or policy from time to time in place); but does not include: (i) information that is within the public domain; (ii) information required to be disclosed by law; (iii) information which the Company has consented to being disclosed; and (iv) information required to be disclosed as a necessary part of the your duties. You are directed not to bring any confidential or proprietary material of any former employer. Also, you represent that you are not subject to any restrictions that prevent you from working for Wells Fargo.

• **Intellectual Property:** For the purpose of this section, "Work" means any invention, discovery, design, improvement, formula, process, technique, literary or artistic work, or any other item in which Intellectual Property Rights subsist or are capable of subsisting and is wholly or partly created, made or discovered by you either: (i) in the course of your employment with the Company; or (ii) otherwise using the facilities, resources, time or any other opportunity provided by the Company. "Intellectual Property Rights" means all existing and future rights which are capable of protection by copyright, patent, design, trademark or other registration or other forms of protection available in India or elsewhere. The Work and all Intellectual Property Rights in the Work will belong absolutely to the Company, and you agree to do all things necessary and execute any document required to give effect to this ownership. You shall communicate to the Company any Work created, made or discovered during your employment with the Company. You hereby consent to the use of all existing and future Works made by you in the course of your employment, and agree to waive any moral rights you may have in them, and consent to any act which amounts to an infringement of any such moral right, in favour of the Company. You also agree that this consent and waiver extends to any licensees and successors in title to the Company in respect of such works, as well as to any persons who are authorised by the Company or by its licensees and successors in title to do acts compromising the copyright of such works. You agree to execute any further document necessary to give effect to this. For the purpose of this clause, the expression "moral rights" includes the right to be identified as the author of the work, the right not to have any other person identified as the author of the work and the right not to have the work subjected to any derogatory treatment.

• **Non-Solicitation:** You acknowledge that during your employment with the Company, you: (i) have or will become possessed of Confidential Information regarding the business of the Company and Group Companies, and their respective employees and officers; and/or (ii) have developed or will develop influence over employees and officers of the Company and Group Companies; and/or (iii) have developed or will develop commercially valuable relationships with the suppliers and stakeholders of the Company and Group Companies. You shall not during the Restricted Period (as defined below), directly or indirectly on your account or on behalf of or in association with any other Person induce, solicit, entice or procure, or seek to induce, solicit, entice or procure any Protected Employee (as defined below) to leave the employment of the Company or Group Company. You also agree that you shall not during the Restricted Period, directly or indirectly on your account or on behalf of or in association with any other Person, directly or indirectly in relation to any contract or arrangement which the Company has with any supplier for the exclusive supply of goods or services to the Company and/or to Group Company for the duration of such contract or arrangement, interfere with the supply of goods or services to the Company from any supplier and/or induce any supplier of goods or services to the Company to cease or decline supply such goods or services in the future. Your obligations under this clause will continue notwithstanding the termination of your employment with the Company. You agree that the post-employment restrictions set out above are reasonable and necessary for the protection of the business of the Company and the Group Companies. The restrictions in this section shall only apply with respect to Group Companies to which you have provided services, supervision or management within the last 12 months prior to the end of your employment with the Company. With respect to the Group Companies to which the restrictions apply, the Company contracts as trustee and agent for the benefit of each such Group Company, and you will promptly execute any agreement to give effect to this arrangement at the Company's request.

For purposes of this section, the following definitions shall apply: "Person" includes any person, company, partnership, business entity or other organization. "Protected Employee" means an employee of the Company or Group Company: (i) with whom you had material contact or dealings with in the course of your performance of the duties in the twelve (12) months immediately preceding the final day of your employment with the Company; or (ii) who, as of your final day of employment, is in your line of business and has a corporate title of Vice President or above; or (iii) who, as of your final day of employment, belongs to the same team as you (i.e. both report to the same manager). "Restricted Period" means the period of 12 months from the final day of your employment. "Prohibited Area" means India.

• **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 Group 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.

• **Required Absence:** Certain positions in the Company are covered by Required Absence from Sensitive Positions Policy***(RA Policy)*** . 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:** Either party may give notice of separation of employment at any time, subject to 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 2 months' 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 in good, intact condition on or before the final day of Employment, or earlier, if instructed by Wells Fargo.

• **Separation for Cause:** Wells Fargo reserves the right to terminate your employment without prior notice or payment in lieu of notice in the following circumstances: (a) if you are guilty of dishonesty or other gross misconduct, or gross incompetence or wilful neglect of duty, or if you commit any other serious breach of any of the provisions of this letter; (b) if you neglect or fail (otherwise than by reason of accident or ill health), or refuse to carry out the lawful instructions of the Company, within the scope of your duties; (c) if you are guilty of a criminal offence; (d) if you commit any unlawful act of discrimination or harassment; (e) if you report to work under the influence of alcohol, narcotics or unlawful controlled substances; (f) if you breach the rules of any regulatory authority or any Company policies (such as the Code of Conduct); (g) if you engage in any civil wrong or conduct of a criminal nature (including but not limited to assault, theft and fraud) or any other conduct which in the reasonable opinion of the Company may seriously impact on your ability to perform the duties or is likely to significantly damage the reputation or business of the Company; (h) if there are grounds to terminate summarily under the handbook, policies applicable to the Company or under applicable law.

• **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 reserves the right to modify, replace or eliminate any of its policies, procedures and guidelines, at any time without notice.

• **Wells Fargo's Employee Handbook:** The provisions of the Wells Fargo International Solutions Private LTD 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 employee 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, policies 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: As a new hire, you are required to submit to a comprehensive background screening to the extent permitted by applicable laws. In instances wherein background check is not completed by joining date, the Company may allow you to start your employment but it reserves its right to continue with the background check and take action, including employment termination, accordingly. Your start of employment prior to completion of your background checks shall not be considered as a waiver or an exception of completion of your background checks. 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.

This offer is contingent on a successful background screening.

As per the Wells Fargo International Solutions Private LTD policy, you are required to keep all compensation related information confidential.

Please confirm on or before November 14, 2022 otherwise this offer letter will be considered null and void. By agreeing to this, you attest to the authenticity of all your submitted information. We look forward to receiving your acceptance of this offer.

For Wells Fargo International Solutions Private LTD,

Chandrasekhar Narayana Bhatta
Recruiting Senior Manager

Annexure 'A' Compensation and Benefits Summary

November 09, 2022

Employee Name: Miss Preethi Nair
Designation: Commercial Banking Portfolio Coordinator

Your total annual compensation package is as follows:
Basic: ₹180,000.00

Flexible Allowances: ₹95,742.00

Provident Fund: ₹21,600.00

Gratuity: ₹8,658.00

Total Monthly Gross: ₹25,500.00

Total Annual Fixed Compensation: ₹306,000.00

Total Variable Compensation (only for first year of eligibility)*: ₹21,330.00

Total Cost to Company: ₹327,330.00

Insurance Benefits and other benefits shall be provided to employees, 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 employees.

Notwithstanding anything herein, Wells Fargo may at its sole discretion amend or repeal discretionary benefits without giving any notice to employees. It is hereby declared that benefits provided to employees (except Total fixed Compensation) are not the consideration of the employment. Currently, Insurance Benefits are as under:

• Group Medical Insurance = INR 500,000 for all Employees (Coverage for Employee, 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 Total Variable Compensation ("TVC") is not an entitlement but a discretionary pay out and therefore, only 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.
• The actual TVC pay-out is subject to change basis several factors, and shall be decided by Wells Fargo at its discretion. In order to be eligible for TVC payout, you should be employed for more than 3 (three) months of the performance period. Employees that are no longer on company payroll or are serving notice period as on the TVC payout date will not be eligible for the TVC payout.

Annexure 'B' List of Documents to be submitted prior to joining Wells Fargo

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.

By signing and submitting this offer letter, you accept and agree to all terms and conditions of this offer of employment.

Accepted and agreed to by:



11/09/2022 10:03:33

Signature for Candidate Preethi Nair

Date

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Joining Booklet



HGS HealthCARE

AMR Tech Park

2A First Floor, No 23 & 24, (Behind Ibis Hotel),
Hosur Road, BENGALURU – 560 068, INDIA

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code _____

Form No. 1

JOINING REPORT

With reference to my appointment letter dated _____

I Mr. / Ms./MX. V keerthi _____ have reported to duty on _____

as _____ in the grade _____ at _____

I hereby agree to abide by the terms & conditions of employment prevalent from time to time in the company.

Present Address	Permanent Address
Indira Nagar ,Lal bazar kanajiguda secunderabad,Hnon1-31-821.	Indira Nagar ,lal bazar , kanajiguda secunderabad.
Employee Contact detail	Emergency Contact
	Name: V Venkatesh
Mobile No: 9347602235	Relationship: Father
Email Address: vk493968@gmail.com	Contact No: 9948740787

Yours sincerely,

X DocuSigned by: C0A0FDC9999D45D...

(Employee Name and Signature)

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code _____ **Form No. 2**

General Nomination Form

I Mr. / Ms./MX V keerthi Son/Daughter/Spouse of V Venkatesh

Working with Berkmeer India Private Limited. Since _____ and residing at Indira Nagar ,Lal bazar kanajiguda secunderabad,Hnon1-31-821.

do hereby nominate the person(s) mentioned below to receive any dues including unpaid salary, incentives, bonus, final settlements, insurance benefits, etc., payable to me after my death and request that it be paid to the nominees in the proportion indicated against their names below:

Nominee Details:

SI. No.	Name & Address of the Nominee(s)	Relationship with the Employee	DOB/Age (dd/mm/yyyy)	Share Total Sum Payable
1	Varikuppala venkatesh.	Father	10/10/1981	50%
2	Varikuppala ALIVELU	Mother	24/8/1983	50%
3	NA	NA	NA	NA
4	NA	NA	NA	NA

Place: Indira Nagar kanajiguda secunderabad

Date:

Witness:

(1) _____
(Name, Signature, Address)

(2) _____
(Name, Signature, Address)

Yours faithfully,

DocuSigned by:
X _____
C0A0FDC9999D45D...

(Employee Name & Signature)

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code _____

Form No. 3

Background Verification Form

Please Print Clearly and Provide Complete and Accurate Information

Personal Details		
Full Name (First, Middle, Last) Varikuppala keerthi		Gender: ☐ Male ☒ Female ☐ Others
Former Name(s) / Maiden Name (if applicable) V Venkatesh.		Date of Name Change (If applicable) NA
Telephone (Home)	Telephone (Office)	Mobile Number 9347602235
Date of Birth (DD/MM/YYYY) 10/10/1981	Father's Name V Venkatesh.	Nationality Indian
Passport number		
Current Residential Address		Duration of stay (Since)
Indira Nagar,lal bazar kanajiguda secunderabad,Hno-1-31-821.		NA
Permanent Residential Address		Duration of stay (Since)
Indira Nagar,lal bazar, kanajiguda secunderabad,1-31-821.		Degree

Educational Qualifications (Highest Qualification)

(IMPORTANT: Copy of mark sheet and degree certificate MUST be attached)			
College Name	Loyola academy degree and pg college,Alwal		
College Address	Alwal, secunderabad 500010.		
University Name and Address	Osmina University (Autonomous)		
From - To (month / year)	Graduated	Program	Student ID No / Enrollment No.
	Yes ☐ X No	Full Time ☐ X Part Time	111719017008
Type of degree		Graduation date (month / year)	Subject Major
B.COM		May 24,2022	B.COM

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Employment History

Details of Current or Last Employer			
Company Name:	NA	Position Held & Department	NA
Address (main office and branch where worked): NA		Telephone:	NA
Employment Period: (date, month, year) From NA To NA	Employee Code: NA		Reported to (Name & Position): NA
Whether employment is of permanent or temporary nature - ☐ Permanent ☐ Temporary			
Agency Details (if temporary or contractual) NA			
Responsibilities:			
Remunerations	Reason(s) for Leaving NA		
Can a reference be taken now? Yes / No. • If yes, please update the table below • If no, when can it be taken? NA			

Reference checks:

Sl.No	Names	Company Name	Contact Number	E - Mail ID
1	NA	NA	NA	NA
2	NA	NA	NA	NA

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Details of Previous Employers (in descending order covering last 2 employers or 5 years)			
Company Name:	NA	Position Held & Department	NA
Address (main office and branch where worked): NA		Telephone:	
Employment Period: (date, month, year) From NA To NA		Employee Code: NA	Reported to (Name & Position): NA
Whether employment is of permanent or temporary nature - Permanent ☐ Temporary ☐			
Responsibilities:			
Remunerations		Reason(s) for Leaving NA	

Details of Previous Employers (in descending order covering last 2 employers or 5 years)			
Company Name:		Position Held & Department	
Address (main office and branch where worked):		Telephone:	
Employment Period: (date, month, year) From To		Employee Code:	Reported to (Name & Position):
Whether employment is of permanent or temporary nature - Permanent ☐ Temporary ☐			
Agency Details (if temporary or contractual)			
Responsibilities:			
Remuneration / Last Drawn Salary	Reason(s) for Leaving		

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Letter of Authorization

To whom ever it may concern

I hereby authorize Berkmeer India Private Limited and its representatives to verify information provided in my resume and application of employment, and to conduct enquiries as may be necessary, at the company's discretion. I authorize all persons who may have information relevant to this enquiry to disclose it to Berkmeer India Private Limited or its representatives. I release all persons from liability on account of suchdisclosure.

Signature of Employee: DocuSigned by: C0A0FDC9999D45D...

Name in Block Capitals: V keerthi

Date of Birth: / 09/11/2001 / (DD/MM/YYYY)

Date: 6/6/2022 / (DD/MM/YYYY)

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code_____ **Form No. 4**

Background Verification Authorization
To whom it may concern

I hereby authorize Berkmeer India Private Limited and its representative to verify information provided in my resume, application of employment and also to conduct enquiries as may be necessary from time to time at the discretion of the company.

Such verification is generally extended, but not limited to education, employment, personal conduct, and health, including verification of criminal, alcohol, drug abuse, credit, fraud and such other antecedent checks about me.

I authorize all persons who may have information relevant to this enquiry to disclose it to Berkmeer India Private Limited or its representative. I release all persons from liability on account of such disclosure and abide by the out-come of such verification and companies decision.

Signed: DocuSigned by: C0A0FDC9999D45D...

Name in Block Capitals: V keerthi

Date of Birth: 09/11/2001 Age 20
(dd/mm/yyyy)

Date: 6/6/2022

Form No.5

Authorization

Mr. / Ms./MX. V keerthi do hereby authorize the company to Credit salaryand such other dues payable to me from time to time to the below mentioned bank A/c.

Name of the Bank : NA **Branch :** NA **Location :** NA
(Full Name)

IFSC Code : NA

Account Number: NA

I hereby confirm that above bank account is my bank account.

Note: Kindly attach a cancelled cheque leaf for verification. (Optional)

X DocuSigned by: C0A0FDC9999D45D...
(Employee Name & Signature)

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code _____

Form No. 6

Declaration of Consent to Work in Night Shifts AND

For NOT Availing Company Provided Transport Facility at Night Time

I, Mr./Ms./MX. V keerthi Working in Berkmeer India Private Limited as _____ since 6/6/2022 in department/ Process, reporting to DH Mr. /Ms./MX. _____ *(Insert Manager's / Skip level Manager's name)* and residing at Indira Nagar ,Lal bazar kanajiguda secunderabad,Hnon1-31-821.

having mobile phone no. 9347602235 hereby confirm that, I have no objection working in the night/early morning shift and I am doing so with my own assent.

I work in night shift/early morning shift/ leave company premises at night time on few occasions and that if the company has made available transportation facility from the company premises to my place of residence and / or vice- versa, as the case may be. The said facility has been made to ensure my safety and security when provisions are made available.

However, on some days, I may voluntarily not avail, the company provided transportation facility, when such provisions are made and opt to go to office or to my residence at night time/early morning on my own and I confirm that in such an event I shall keep my manager/ skip level manager (as the case may be) informed of the same.

I understand that the night time/early morning is unsafe for travel, but such decision to travel would be out of my own free will and wish and at my own cost, risk and consequence.

I hereby confirm that I am fully responsible and liable for my personal safety during such travel and consequences arising thereof and I shall not hold the company accountable or liable for any mishaps, potential threats, accidents or any untoward incident of any nature whatsoever, that may occur to me as a result thereof or in connection therewith. I further confirm in that in such an event, I will not bring or demand any costs, expenses, losses, claims, suits, proceedings or allegations against or from the company.

I further confirm that the company has encouraged me to take transportation for my safe arrival/departure from company premises to my place of residence and / or vice- versa at night time/early morning at all times and in the event I need transportation to my residence from office and/or vice versa at any point in time, I would reach out to the company's transportation department for the assistance.

I further confirm that the company has encouraged me to take transportation when such provisions are made available for my safe departure/arrival from Company premises to my place of residence and /or vice-versa at night time/early morning at all times and in the event I need transportation to my residence from office and / or vice-versa at any point in time. I would reach out to the company's Transportation Department for assistance.

I further affirm that I have read and understood the contents and consequences of this declaration and that I am consenting to the same voluntarily and out of my free will.

Name: V keerthi

Signature of Employee: DocuSigned by: C0A0FDC9999D45D...

Date: 6/6/2022

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Form No.7

MEDICLAIM INSURANCE- DEPENDANT DECLARATION FORM

I, Employee Name : Mr. / Ms./MX. _____

Employee Code :_____Grade : _____

Designation :_____

Date of Joining :_____

Date of Birth :_____Age : _____

Declare the following members of my family for this coverage:

Name of the Dependent	Relationship	Gender	DOB (DD/MMM/YYYY)	Present Occupation	Monthly Income

Note: Sisters/Brothers are not considered as dependents.
*Dependents can only be Spouse, Kids (Upto 2 kids), Parent's/ Parent's In Law

Details of Past Illness / Disease / Injury, if any:

_____

_____

X_____
(Employee Name & Signature)

Date:

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Employee Code: _____

Form No. 8

Date of Appointment: _____

(PF Deduction Date): _____

(Form 2 REVISED)

Group No.:

Office :

NOMINATION AND DECLARATION FORM
FOR UNEXEMPTED/EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds
And Employees' Pension Schemes
(Paragraph 33 and 61 (1) of the Employees' Provident Fund Schemes 1952 and Paragraph 18 of the Employees' Pension Scheme 1995)

1. NAME (IN BLOCK LETTERS): V keerthi

2. FATHERS/HUSBAND'S NAME: Varikuppala Venkatesh.

3. DATE OF BIRTH: 09/11/2001 4. SEX: Female

(MALE/FEMALE)

5. MARITAL STATUS: Unmarried

6. P.F ACCOUNT No. /UAN: KN/PY/BOM/46294 **UAN** NA

7. PERMANENT ADDRESS Indira Nagar ,lal bazar , kanajiguda
secunderabad.

PART – A (EPF)

I hereby nominate the person(s)/cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees Provident Fund, in the event of my death.

Name of the Nominee (s) and Address	Nominees relationship with the member	Date of Birth	Total amount or share of accumulations in Provident Funds to be paid to each nominee	If the nominee is minor name and address of the guardian who may receive the amount during the minority of the nominee
1	2	3	4	5
NA	NA	NA	NA	
NA	NA	NA	NA	

1. *Certified that I have no family as defined in para 2 (g) of the Employees Provident Fund scheme 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.

2 *Certified that my father/mother is/are dependent upon me.

Strike out whichever is not applicable

DocuSigned by:
C0A0FDC9999D45D...
Signature/or thumb impression of the subscriber

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

PART - B (EPS)
Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive Widow/Children Pension in the event of my premature death in service.

Sr.No.	Name & Address of the Family Member	Age	Relationship with the member
(1)	(2)	(3)	(4)
	NA	NA	NA

Certified that I have no family as defined in para 2 (vii) of the Employees' Family Pension Scheme 1995 and should I acquire a family hereafter I shall furnish Particulars there on in the above form.

I hereby nominate the following person for receiving the monthly widow pension (admissible under para 162 (a) (i) & (ii) in the event of my death without leaving any eligible family member for receiving pension.

Name and Address of the nominee	Date of Birth	Relationship with member
NA	NA	NA

DocuSigned by:

Date : 6/6/2022

CDA0FDC9999D45D...
Signature or thumb impression of the subscriber

CERTIFICATE BY EMPLOYER

Certified that above declaration and nomination has been signed/thumb impressed before me by Shri/ Smt./ Miss V keerthi employed in my establishment after he/she read the entries/the entries have been read over to him/her by me and got confirmed by him/her.

Date: 6/6/2022

Signature of the employer or other authorised
Officer of the establishment
Signature with designation

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Composite Declaration Form -11

(To be retained by the employer for future reference)

EMPLOYEES' PROVIDENT FUND ORGANISATION **Employee Code** _____

Employees' Provident Funds Scheme, 1952 (Paragraph 34 &57) &Form No. 9

Employees' Pension Scheme, 1995 (Paragraph 24)

(Declaration by a person taking op employment in any establishment on which EPF Scheme, 1952 and /or EPS, 1995 is applicable)

1	Name of the member	V keerthi
2	Father's Name [X] Spouse's Name [ ] (Please tick whichever is applicable)	Varikuppala Venkatesh
3	Date of Birth : (DD/ MM/ YYYY)	09/11/2001
4	Gender : (Male/Female/Transgender)	Female
5	Marital Status: (Married/Unmarried/ Widow/ Widower/Divorcee)	Unmarried
6	(a) Email ID: vk493968@gmail.com (b) Mobile No.	9347602235
7	**Present employment details:** Date of joining in the current establishment (DD/MM/YYYY)	
8	**KYC Details:** (attach self-attested copies of following KYCs)	
	a) Bank Account No: NA b) IFS Code of the branch:	NA
	c) AADHAR Number	579815459090
	d) Permanent Account Number (PAN),if available	NA
9	Whether earlier a member of Employees "Provident Fund Scheme,1952	**Yes/No** NA
10	Whether earlier a member of Employees' Pension Scheme,1995	**Yes/No** NS

11 **Previous employment details: [if Yes to 9 AND/OR 10 above]- Un-exempted**

Establishment Name & Address	UAN	PF Account Number	Date of Joining (DD/MM/YYYY)	Date of exit (DD/MM/ YYYY)	Scheme Certificate No.(if issued)	PPO Number (if issued)	Non Contributory Period (NCP) Days
NA	NA		NA	NA			

12 **Previous employment details: [if Yes to 9 AND/OR 10 above]- For Exempted Trusts**

Name & Address of the Trust	UAN	Member EPSA/c Number	Date of Joining (DD/MM/YYYY)	Date of exit (DD/MM/ YYYY)	Scheme Certificate No.(if issued)	Non Contributory Period (NCP) Days
NA	NA		NA	NA		

13	a) **International Worker:**	Yes / No
	b) If yes, state country of origin(India/Name of other country)	
	c) Passport No.	
	d) Validity of passport [(DD/MM/YYYY)to(DD/MM/YYYY)]	

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

UNDERTAKING

1) Certified that the particulars are true to the best of my knowledge.
2) I authorize EPFO to use my Aadhar for verification/authentication/ e-KYC purpose for service delivery.
3) Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present P.F Account as I am an Aadhar verified employee in my previous PF Account.
4) In case of changes in above details, the same will be intimated to employer at the earliest.

DocuSigned by:
C0A0FDC9999D45D...

Date: 6/6/2022

Signature of member

Place:

DECLARATION BY PRESENT EMPLOYER

A. The member Mr. /Ms. /Mrs/MX.. V keerthi ……. has joined on..... and has been allotted PF number……...and UAN NA ……..……

B. In case the person was earlier not a member of EPF scheme, 1952 and EPS, 1995:

- **Please Tick the Appropriate option:**

The KYC details of the above member in the UAN database

- ϒ Have not been uploaded
- ϒ Have been uploaded but not approved
- ϒ Have been uploaded and approved with DSC/e-sign.

C. In case the person was earlier a member of EPF Scheme,1952 and EPS, 1995:

- **Please Tick the Appropriate option:-**
  - ϒ The KYC details of the above member in the UAN database have been approved with E-sign/Digital Signature Certificate and transfer request has been generated on portal.
  - ϒ The previous Account of the member is not Aadhar verified and hence physical transfer form shall be initiated.

Date:

Signature of Employer with Seal of Establishment

*Auto transfer of previous PF account would be possible in respect of Aadhar verified employees only. Other employees are requested to file physical claim (Form-13) for transfer of account from the previous establishment.

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Form No. 10

To,

The HR Manager,
Berkmeer India Private Limited,
Bangalore.

Dear Sir/ Madam,

Sub: Declaration towards LTA exemption under Income Tax Act

I the undersigned here by certify that:
(Tick mark any one of the below applicable options)

☐ I have "Once/Twice" claimed the LTA exemption during the LTA block years from 1st January 20____to 31st December 20_____.

☐ I have NOT claimed the LTA exemption during the LTA block years from 1st January 20_to 31st December 20___.

Please consider this certificate for necessary tax exemptions towards the same.

Thank you,

Signature: _____

Employee Name: _____

Employee Code: _____

Date: _____

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Employee Code _____

Form No: 11

ANNEXURE 7– Form for Initial disclosure of holdings in company securities by Designated Persons and immediate relatives

Date:

To,
The Compliance Officer
Berkmeer India Private Limited
AMR Tech Park, 2A First Floor, No 23 & 24, (Behind Ibis Hotel),
Hosur Road, BENGALURU – 560 068, INDIA

I furnish hereunder, details of holdings in Berkmeer India Private Limited's shares of self and immediate relatives for the purpose of the Berkmeer India Private Limited Code of Conduct.

Date of Joining: ……..

Sl. No.	Name (Enter name of self /immediate relative, as appropriate)	Relationship	No. of equity shares held	DP ID and Client ID / Folio No.

Signature:
Name:

Notes:

1. **"Immediate Relative"** means and includes:
   a. Spouse of the person; or
   b. Parent, sibling and child of such person or of the spouse; or
   c. Any of whom is either financially dependent on such person or consults such person in taking decisions relating to trading in securities.

2. Any changes are required to be intimated within 7 days of change.

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DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

HGS HealthCARE

Employee Code _____

Form No. 12

THE PAYMENT OF GRATUITY (CENTRAL) RULES, 1972

FORM - 'F'

see sub-rule (1) of Rule (6)

Nomination

To,

Berkmeer India Private Limited, AMR Tech Park, 2A First Floor, No 23 & 24, (Behind Ibis Hotel), Hosur Road, BENGALURU – 560 068, INDIA

1. I, Shri / Shrimathi / Kumari V keerthi (Name in Full here) whose particulars are given in the statement below, hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s).
2. I hereby certify that the person(s) mentioned is a/are member(s) of my family within the meaning of clause (h) of Section 2 of the Payment of Gratuity Act, 1972.
3. I hereby declare that I have no family within the meaning of clause (h) of Section 2 of the said Act.
4. (a) My father / mother / parents is / are not dependent on my husband.
5. (b) My husband's father / mother / parents is / are not dependent on my husband.
6. I have excluded my husband from my family by a notice dated the .....to the controlling authority in terms of the provision to clause (h) of the Section 2 of the said Act.
7. Nomination made herein invalidates my previous nomination.

Nominee (s)

Name of the Nominee(s)	Full Address of the nominee(s)	Relationship with the Employee	Age of Nominee	Proportion by which the gratuity will be shared
Varikuppala Venkatesh	Indira Nagar,lal bazar,kanajiguda secunderabad,500015	Father	41	50
Varikuppala ALIVELU	Indira Nagar kanajiguda secunderabad , secunderabad,50015	Mother	38	50

Note : Nominees can be: Father / Mother / Spouse / Children
(Can nominate one or more than one person)

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Employee Code _____

STATEMENT

1. Full Name of the Employee: V keerthi
2. Gender : Female
3. Religion: Hindu
4. Whether Unmarried / Married / Widow / Widower: Unmarried
5. Department / Branch / Section where employed : Operations
6. Post held with Employee No. : _____
7. Date of Appointment : (DD/MM/YYYY) _____
8. Permanent Address : Indira Nagar ,lal bazar , kanajiguda secunderabad.

Place: _____

Date: 6/6/2022

DocuSigned by:
Signature / Thumb impression of the Employee

Declaration by Witness (Can be a co-worker)

Nomination signed / thumb-impressed before me.

Name	Address	Signature
1.		
2.		

Place: _____

Date: 6/6/2022

Certification by the Employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's Reference No. If any;

_____

Signature of the employer/officer authorized
Designation: Senior Manager - HR

Date: _____

Name and Address of the establishment
or rubber stamp there of

Acknowledgement by the employee

Received the duplicate copy of nomination in form 'F' Filled by me and duty certified by the employer.

Date: 6/6/2022

DocuSigned by:
Signature of the Employee

Note: Strike out the words/Paragraphs not applicable.

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HGS HealthCARE

Employee Code_____ **Form No. 13**

CONFIDENTIALITY AND NON DISCLOSURE AGREEMENT

THIS AGREEMENT is made on this_____day of_____, 2022between Company and Employee and incorporates herein by reference the Contract of Employment dated 6/6/2022 between the parties.

Both the Company and the Employee are hereinafter referred to individually as a "Party" and collectively as the "Parties".

WHEREAS

1. The Company, in the course of its Business is furnished with certain Confidential Information by its clients whom the Company may need to disclose to the Employee in the course of his/her employment, and which the Company is under contractual obligation to protect;
2. Certain Confidential Information relating to the Company and/or its affiliates are disclosed to the Employee by the Company and/or its affiliates or the Employee has access to such information by virtue of his/her employment;
3. Certain materials including software, documentation, reports are prepared by the Company in the course of its Business, the right, title and interest in and to all such materials belonging to the Company or its clients;
4. Pursuant to Clause 6 of the contract of employment, the Employee has agreed to abide by the terms and condition of this Agreement; and
5. The Parties wish to record the terms and conditions governing the protection from unauthorized use or disclosure by the Employee of Confidential Information as hereinafter defined

NOW IN CONSIDERATION OF THE EMPLOYEE'S EMPLOYMENT, IT IS AGREED BY AND BETWEEN THE PARTIES AS FOLLOWS:

1. "Confidential Information" includes the following information which is disclosed to the Employee by the Company or by any of its affiliates or by any client of the Company or by any affiliate of such client or which the Employee has access to by virtue of his/her employment:

a) Any information marked "Confidential" (or variations thereof) or which can reasonably be inferred to be a confidential nature.

b) Any and all information relating to the Company and its affiliates and/or relating to the Company's clients and their respective affiliates, including but not limited to all respective past, present and future business activities, information relating to pricing, software, technical information, hardware, methods, processes, financial data, lists, apparatus, statistics, programs, hardware/ software safety mechanisms like firewalls and passwords, vendors, consultants, research, development, personnel, personnel policies, compensation structure, etc.

c) Any and all materials including but not limited to programs, software developed, documentation, reports, manuals, visual aids prepared by the Company under or in the course of execution of any contract with any of its clients and any information, documents, inventions, improvements or other materials created by the Company independent of any contract with any of its clients.

Employee Signature DocuSigned by: C0A0FDC9999D45D...

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Employee Code _____

Confidential Information does not include (i) information that has been previously or is now or comes into the public domain through no fault of the Employee; (ii) is known to Employee at the time of disclosure by Employer , as evidenced by verifiable written records of Employee; (iii) has been rightfully received by Employee prior to the date of joining the Company from a third party who is authorized to make such disclosure; or (iv) has been independently developed by Employee prior to the date of joining the Company, and without the use of or access to any information or data of the Company.

2. During the term of this Agreement and surviving its expiration, the Employee agrees to regard and preserve as trade secrets, proprietary and confidential, all Confidential Information. The Employee further agrees not to disclose to any person any Confidential Information or to use any Confidential Information for personal benefit or for the benefit of any other person or for any purpose inconsistent with this Agreement or inconsistent with his/her contract of employment with the Company.

3. Employee affirms that s/he has no conflicting obligations or non-compete agreements that would prevent him/her from working without limitation for the Company.

4. The Employee acknowledges that he/she has been specifically advised by the Company that the Company is under an obligation of confidentiality with regard to Confidential Information relating to its clients and/or their affiliates and that the Company would suffer damage both financially as well as in terms of its commercial and business reputation if the Employee breaches his/her obligation to protect Confidential Information under this Agreement.

5. The Employee agrees to indemnify, defend and hold the Company harmless from any legal action, claim, liability, penalty, fine assessment, lawsuit, litigation, or other loss, expense or damage, including without limitation any reasonable lawyers' fees and costs (hereinafter referred to as "Liability") that the Company may incur, if such liability is incurred as a result of any breach by the Employee of this Agreement.

6. The Employee acknowledges and agrees that the Confidential Information is unique and valuable to the Company and that breach of the confidentiality obligations or use restrictions provided herein may cause substantial, immediate and irreparable damage to the Company for which monetary damages alone would not be an adequate remedy. Upon any such breach, or in the event that the Company forms a reasonable and good faith belief that such a breach is imminent, the Company shall be entitled to seek preliminary and other injunctive relief from any court or competent jurisdiction, with or without notice to the Employee. This remedy shall be in addition to any and all other rights or remedies to which the Company may be entitled at law or in equity.

7. In the event there is a valid order by a court of competent jurisdiction or otherwise mandated by law that requires the Employee to disclose Confidential Information, the Employee agrees that by executing this NDA, the Employee has irrevocably consented to and provided the Company the right to control and manage the defense of and prevent the disclosure of the Confidential Information in a lawful manner. The Employee shall also immediately notify Company of such order and provide complete co-operation as requested by the Company at all times without protest.

Employee Signature: DocuSigned by: C0A0FDC9999D45D...

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Employee Code _____

8. This Agreement shall be co-terminus with the Employee's contract of employment. The Employee's obligations and liability under this Agreement shall however survive the termination of this Agreement.

9. This Agreement and specifically the Employee's obligations of Confidentiality shall survive the Employee's severance from the Company and/or termination of the appointment or the NDA or both.

IN WITNESS WHEREOF THE PARTIES HAVE EXECUTED THIS AGREEMENT THE DAY AND YEAR FIRST HEREINABOVE WRITTEN

For Berkmeer India Private Limited

Employee Name: V keerthi

Authorized Signatory

Employee Signature: DocuSigned by: C0A0FDC9999D45D...

Name : Kanki Santhosh Kumar

Designation :

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Employee Code_____ **Form No.14**

INTELLECTUAL PROPERTY AGREEMENT

This INTELLECTUAL PROPERTY AGREEMENT (the "Agreement") is made and entered into as of the [6/6/2022] with an effective date of [6/6/2022] ("Effective Date") by and between Company and Employee, and incorporates herein by reference the Contract of Employment dated 6/6/2022 between the parties.

The Company and the Employee together shall be referred as "parties".

RECITALS

A. The ownership of the Intellectual Property from the point of its generation shall vest in Company.
B. The Agreement requires Employee to disclose and transfer, deliver, convey or assign all the rights in regards to Intellectual Property generated out of and /or in the course of employment to Company.

IN CONSIDERATION OF THE MUTUAL PROMISES CONTAINED HEREIN, THE PARTIES AGREE AS FOLLOWS:

1. DEFINITIONS: Words or expressions used in this Agreement shall have the meanings set forth below, unless expressly stated to the contrary, and/or unless any other meaning is apparent in the context in which such words, or expressions are used.

1.1 "Intellectual Property" means intellectual property rights, including any patent, patent application (whether registered or unregistered), copyright (whether registered or unregistered), copyright application (whether registered or unregistered), trade secret, trademark (whether registered or unregistered), trademark application, trade name, service mark (whether registered or unregistered), service mark application, confidential information, know-how, process, technology, development tool, ideas, concepts, design right, database right, methodology, algorithm or inventions (whether patentable or not), including designs, mask works and works of authorship, processes, methodologies, documents, databases, models, etc., and any improvements and modifications thereof, as those terms are understood under applicable law, which are conceived or fixed in tangible form by a Party and in addition to this it shall also include the data collected or the work done, either jointly
or solely by Employee in the Course of the Employment as described below , (ii) any and all renewals and extensions of the forgoing and (iii) any other proprietary right, whether arising under the laws of the UAE or any other country .

1.2 "Course of Employment" shall mean:

1.2.1 The activities engaged in, the circumstances that exist, and the events that occur that are directly or indirectly part of an employee's job, especially those related to the work that the employee was hired to do during the period of his employment; and

1.2.2 The time that the employee takes to complete his or her assigned tasks;

Employee Signature: DocuSigned by: C0A0FDC9999D45D...

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Employee Code _____

1.2.3 The duration of the employment from the date of joining to the date of termination of the employment agreement.

1.3 'Intellectual Property generated in the Course of Employment' means:

1.3.1 Intellectual Property which originated with the conduct of Company's business or in connection with the Company's assets.

1.3.2 Intellectual Property which was obtained by or for the conduct of Company's business or in connection with its assets.

1.3.3 Intellectual Property which was developed for the conduct of the Company's business or in connection with its assets.

1.3.4 Intellectual Property which arose from funding by or for the benefit of the conduct of the Company's business or in connection with its assets.

1.3.5 Intellectual Property which was generated in the course of or in connection with rendering services assigned under the contract of employment,

2. AGREEMENT:

This Agreement shall constitute a part of the contract of employment.

3. OWNERSHIP AND INTELLECTUAL RIGHTS

3.1 The Employee hereby agrees to immediately disclose and transfer, convey, deliver , and assign the ownership, absolute title and all rights and interests to the Company of the Intellectual Property generated or by him/her either jointly or solely in the Course of Employment. The "absolute title" means that the Company has the absolute right to use and dispose of the Intellectual Property generated in the Course of Employment in any manner it desires without any interference by the Employee. The Employee grants the Company the sole and exclusive right TO HAVE AND TO HOLD the said Intellectual Property in perpetuity from the date of creation of the same. The assignment and transfer referred to herein is perpetual and irrevocable.

The Employee agrees that the payment of his/her salary as per the terms of the employment agreement constitutes sufficient consideration for the purposes of transfer and assignment of the Intellectual Property under this Agreement. All such Intellectual Property shall be considered works for hire.

3.2 The Employee declares and confirms that he shall not at any time hereafter claim or purport to claim directly or indirectly in any manner whatsoever any right, title, interest in, over or upon the said Intellectual Property including any moral rights and hereby declares and confirms that on and from the date of creation of the same, the Company shall be the sole and absolute owner of all Intellectual Property covered by this Agreement.

3.3 Each party hereto acknowledges and recognizes and agrees that after the termination of the services of the Employee, the Employee is liable to disclose and hand over, transfer, convey, deliver, or assign all the Intellectual Property generated in the Course of Employment to the Company.

3.4 Employee hereby declares and confirms that he/she shall ensure that the rights in the Intellectual Property generated in the Course of Employment transferred to the Company.

Employee Signature: DocuSigned by: C0A0FDC9999D43D...

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Employee Code _____

Under this Agreement vests in the Company, by executing the necessary documentation for protection of the same; and the Company hereby agrees that it shall give the necessary assistance to the Employee for the completion and issuance of such documentation (including but not limited to any assistance required to register a copyright or file an application for grant of a patent etc.). Employee shall not file any application for the grant of the patent or registration of a copyright or any other form of protection of such Intellectual Property without the prior permission of the Company. For avoidance of doubt, this clause also applies to Intellectual Property which is both a system as a whole as well as to the separate modules within the system.

3.5 The Employee hereby declares and confirms that he/she waives his/her right to make any claims under this Agreement and to challenge the title so transferred, conveyed, delivered, or assigned to the Company in regards to the Intellectual Property generated in Course of Employment, from the date hereof.

4. INDEMNIFICATION

4.1 The Employee shall be liable to indemnify, hold harmless the Company for any loss or damage suffered or inconvenience caused to the Company due to breach by the Employee of this Agreement including the following:

4.1.1 Assigning the rights in the Intellectual Property generated in the Course of Employment to a third party without the Company's prior written consent;

4.1.2 Willfully concealing the Intellectual Property generated in the Course of Employment;

4.1.3 Misappropriating the data generated in the Course of Employment;

4.1.4 Using the data of the Company or data extracted or generated in the Course of Employment for the personal benefit without the prior written consent of the Company;

4.1.5 Trying to defraud the Company by taking a carbon copy of the data generated in the course of employment for personal benefit without the prior written consent of the Company.

4.1.6 Using or incorporating the Intellectual Property of any third party in the course of developing any Employee-generated Intellectual Property without disclosing the use of such third party Intellectual Property to Company and obtaining Company's prior written consent to such use.

4.2 The Company will have the right to take necessary disciplinary action at the internal level as well as necessary legal action in cases where the Employee has breached the terms of this Agreement.

5. MISCELLANEOUS

5.1 **Expense of litigation:** In case of breach of the terms of the Agreement on the part of the Employee, the Employee shall be liable to bear the expenses (including reasonable attorneys' fees)incurred by the Company in regards to litigation and the loss suffered.

Employee Signature: DocuSigned by: C0A0FDC9999D45D...

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Employee Code _____

5.2 **Strict performance:** The breach of any provision of the Agreement would not restrict the Company from demanding the strict performance of the Agreement by the Employee. The parties acknowledge that monetary relief may not be sufficient to compensate for a breach of this Agreement and the Company accordingly has the right to seek enforcement of this Agreement by means of applying for interlocutory relief injunction, without any requirement to post a bond or other security.

5.3 **Non-assignment:** The Employee acknowledges that neither this Agreement nor any rights under this Agreement may be assigned or otherwise transferred either in whole or in part, whether voluntarily or by operation of law, without the prior written consent of the Company. Subject to the foregoing, this Agreement will be binding upon and will inure to the benefit of the parties. Any assignment in violation of the foregoing will be null and void.

5.4 **Compliance:** The Employee hereby represents that he/she shall at all times ensure compliance with laws as may be applicable in relation to the creation, handling, utilization and handover of generated in the Course of Employment.

The parties have executed this Agreement below to indicate their acceptance of its terms.

For	For
Company	[Employee]
Signature: _____	Signature: DocuSigned by: C0A0FDC0000D45D...
Name: Kanki Santhosh Kumar	Name: V keerthi
Designation: _____	Designation: _____

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HGS HealthCARE

Form No.16

Employee State Insurance Corporation

Aadhar Number 579815459090 Aadhar Enrolment ID _____

Employee No. _____ ESIC No. NA

Employee name V keerthi

Father/Husband Name Father/varikuppala Venkatesh.

Gender Female DOB 09/11/2001

Marital Status Unmarried DOJ _____

Mobile No. 9347602235 E-Mail ID vk493968@gmail.com

Present Address Indira Nagar ,Lal bazar kanajiguda secunderabad,Hnon1-31-821.

Permanent Address Indira Nagar ,lal bazar , kanajiguda secunderabad.

ESI Dispensary NA

Dependents Detail:

Dependent 1

Name: Varikuppala Venkatesh

Relationship: Father

DOB: 10/10/1981

Dependent 2

Name: Varikuppala ALIVELU

Relationship: Mother

DOB: 24/8/1983

Dependent 3

Name:

Relationship:

DOB:

Dependent 4

Name:

Relationship:

DOB:

Dependent 5

Name:

Relationship:

DOB:

Signature: DocuSigned by: C0A0FDC9999D45D...

Date: 6/6/2022

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

Instructions / Guidelines

1. Please read the instructions/guidelines given in the respective forms fully before you fill up any relevant information.

2. Do not strike off or overwrite the information in any forms. If done, please put your full signature at the respective places.

Form 1 - Joining Report

Form 2 - General Nomination Form

Form 3- Background Verification Form

Form 4 - Background Verification Authorization

Form 5 - Authorization

Form 6 - Declaration of Consent to Work in Night Shifts and for Not Availing Company Provided Transport Facility at Night Time

Form 7 - Mediclaim Insurance Dependent Declaration Form

Form 8- Provident Form Nomination & Declaration (Form 2)

Form 9 - Employee's Provident Fund Organization (Form 11)

Form 10 - Leave Travel Allowances Form

Form 11 - Initial disclosure of holdings in securities by Designated Persons (Annexure 7)

Form 12 - The Payment of Gratuity (Central) Rules, 1972 (Form F)

Form 13- Confidentiality and Non-Disclosure Agreement

Form 14 - Intellectual Property Agreement

Form 15-ESIC Form

Form 16 -Checklist for HR

Note:

1. As and when there is a change in your residential / contact address or phone numbers please inform HR and your supervisor immediately and ensure you update in company records.

HGS HealthCARE

FOR HR USE ONLY **Form** No. 17

EMPID:	Checklist for the Employees on DOJ	Y/N/NA	Remarks
Resume	Applicable	Yes	
Employment Application Form	Applicable	Yes	
Assessment/Interview Report	Applicable	Yes	
E-mail copies on selection/fitment	Applicable	Yes	
10th 1Qth	Certificate/Marks Card	Yes	
12th	Certificate/Marks Card	Yes	
Diploma/Certifications		NA	
Degree/PG	Certificate/Marks Card	Yes	
Work Experience	Exp Certificate/Rel Letter/Offer Letter + last pay slip		
Aadhar Copy	Applicable	Yes	
Photo ID Proof	Voters ID/DULL/Aadhar Card /PAN card/Passport/Bank Pass Book(Nationalized Bank)	Yes	
Address Proof	Voters ID/DULL/Aadhar Card **/PAN** card/Passport/Bank Pass Book(Nationalized Bank)	Yes	
Appointment Letter	Signed By Candidate	Yes	
Verification Forms	Applicable to Employees of Zurich, Aetna, Humana and Lateral hiring	Yes	
BGV	Initiated on DOJ as applicable	Yes	
Drug Test	Initiated on DOJ as applicable		
Agreements (Bond)-Joining/Retention	Applicable to entry level employees in Unit 2	NA	
Joining Report	Applicable	yes	
General Nomination Form	Applicable	yes	
ESI form/Mediclaim Insurance	Applicable	yes	
PF form	Applicable	yes	
Confidentiality & Non-Disclosure Agreements	Applicable	yes	
End user Computing Policy	Applicable	yes	
Any other related documents			

Employee Code:

Checked by Name:

Signature:

DocuSigned by:
C0A0FDC9999D45D...

Date: 6/6/2022

DocuSign Envelope ID: 1F6C74ED-A5ED-4463-8206-F7A1031324D9

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Jun 05 2022 **HR/BP/HC_APP785172**

Ms. VARIKUPPALA KEERTHI
Indira Nagar kanajiguda secunderabad,
Indira Nagar kanajiguda secunderabad,
Hyderabad,500015

Letter of Appointment

Dear VARIKUPPALA,

1.0 **Appointment:** We are pleased to offer you an **Appointment** in our company as "**Trainee Consultant Process**" 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 06 2022**. 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 Berkmeer India Private Limited.

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,

_____

Kanki Santhosh Kumar
Manager Human Resources
Berkmeer India Private Limited

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

Signature: DocuSigned by: C0A0FDC8999D45D...
Name: V keerthi
Date: 6/6/2022

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 Berkmeer India Private Limited 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 Two 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 **Two** month's notice or **Two month's** basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with Two month's notice or payment of Two 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.

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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 Berkmeer India Private Limited 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	**VARIKUPPALA KEERTHI**			
Designation	**Trainee Consultant Process**			
Grade	**PC2**	**Location**	**Hyderabad**	
Components	**w.e.f - DOJ**		**Monthly**	**Annual**
"A" FIXED				
Basic			5,910	70,920
House Rent Allowance			2,364	28,368
Shift Allowance			5,000	60,000
Skill Allowance			1,502	18,024
"A" Sub-total – Gross Pay			**14,776**	**1,77,312**
"B" RETIRAL BENEFITS				
Advance against Statutory Bonus			493	5,910
Provident Fund **– *Employer's Contribution***			1,489	17,868
Gratuity			284	3,408
ESIC Contribution **– *Employer's Contribution***			497	5,964
"B"Sub-total– Retiral benefits			**2,763**	**33,148**
Total Salary Cost (A + B)			**17,539**	**2,10,460**
"C" VARIABLE PAY				
Performance Incentives ***(@ 100% of given achievement targets)***			2,000	24,000
"C" Sub-total - Variable			**2,000**	**24,000**
Total Cost to Company (A + B + C)			**19,539**	**2,34,460**
"D" INSURANCE / OTHER BENEFITS				
Total Cost to Company : (A + B + C + D)			**19,539**	**2,34,460**
Net Salary*- This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI) or tax laws or any changes in the compensation structure			**13,665**	**1,63,980**

Benefit / Scheme	**Description**	**Value / PA**
Performance incentives	Will be paid every month on achieving process defined targets goals as defined in table below, The first three month's performance incentive will be paid on target during the seventh month payroll	**Rs. 24,000p.a****
Subsidized Transport Service	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	**Rs. 24,000p.a****
Voice Skill Allowance	In addition to the above, you will also be eligible to receive a sum of INR 25,000 (Rupees Twenty Five Thousand only) annually as voice skill allowance effective your date of joining. The skill allowance will be paid as follows: . It will be paid in equal monthly instalments along with the monthly payroll . This would attract the applicable statutory deductions. . This allowance is applicable as long as you are deployed in the current process This allowance is over and above your CTC and this amount will not be considered for any salary vision	**Rs. 25,000****
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	**Rs. 6,00,000p.a****
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	**Rs. 1,00,000p.a****
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	12,000	18,000	24,000	26,400	30,000
PI Eligible amount (Rs. p.m.)	0	1,000	1,500	2,000	2,200	2,500

* 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.

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Kanki Santhosh Kumar
Manager Human Resources
Berkmeer India Private Limited

VARIKUPPALA KEERTHI
Date: 6/6/2022

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 dependant parents

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Ref No: 22519323
15-Sep-2022

Bhul Vishnu

Dear **Bhul**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **16-Sep-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Vishnu

Date: 16/09/2022

Compensation and Benefits

Name: Bhul Vishnu **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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

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 15-Sep-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;

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AND

Bhul Vishnu, 22 (Age) ,residing at IDA Jeedimetla, Subhash Nagar 7-69/A (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

cognizant

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 **Bhul Vishnu**

Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date:** 16/09/2022

Reference No. - 1384200835
Dheeraj Upadhyay

Annexure:

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

Reference No. - 1384200835
Dheeraj Upadhyay

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 18:41:05 +05:30
Reason: Offer Letter
Location: Mumbai

Reference No. - 1384200835
Dheeraj Upadhyay

- **General:**

  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 18:41:05 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Reference No. - 1384200835
Dheeraj Upadhyay

Annexure:

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

Reference No. - 1384200835
Dheeraj Upadhyay

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part

    b) Any incorrect information furnished by you like:

       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and

    c) Suppression of any material information by you.

    d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Reference No. - 1384200835
Dheeraj Upadhyay

- **General:**

  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 18:41:05 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Reference No. - 1384200835
Dheeraj Upadhyay

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

Reference No. - 1384200835
Dheeraj Upadhyay

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part

    b) Any incorrect information furnished by you like:

      - Mismatch in your previous employment data even for a day
      - Mismatch in your previous pay slip
      - Fake qualification certificates etc; and

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384200835
Applicant ID - 5140833
11-May-2022

Dheeraj Upadhyay

Dear Dheeraj,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE POOL at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 23-May-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384200835
Applicant ID - 5140833

11-May-2022

Dheeraj Upadhyay

Dear Dheeraj,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

www.agshealth.com

OffLETAug-202221489-HY

August 04,2022

Geddam Akhil
Hyderabad.

Offer Letter

Dear Geddam,

Congratulations!

Congratulations! We are pleased to offer you the position of **Trainee Process Associate** at AGS Health Private Limited.

Your annual cost to company (CTC) would be **₹.204000,** In addition to this, you will also be eligible for a performance based incentive up to **₹.102000 per annum**,to be paid as per the Company's incentive policy, after your successful completion of On the Job Training (OJT) which will vary from process to process. Annexure A contains the break-up of your compensation package.

Your base location will be at Hyderabad. You will be required to work in any of our office locations and such locations are subject to change at the discretion of the company. Further, you agree and understand that depending on the business requirements of the company, you may be asked to change your project/process and you may be asked to work in different shift timings

We request you to join us on or before **August 05, 2022.** Please note that this appointment is subject to satisfactory completion of background verification and other joining formalities.

You would be provided with an appointment letter along with the Terms and Conditions of Employment upon your joining. We look forward to you joining us.

AGS Health treats Information Security Compliance with paramount importance. As a candidate seeking employment with AGS Health, it is imperative that you adhere to the Information Security policy guidelines in vogue. You would be briefed about the guidelines at the time of joining.

Please do not hesitate to call us for any information you may need. Please sign the duplicate of this offer letter as your acceptance and forward the same to us.

Sincerely,

Kiran Guntur
Executive Director – Human Resources

Acceptance of Invite:

I accept the terms and conditions of this offer letter and the attached annexures, and agree to be legally bound by the same.

Signature: Date:

_____

1.The compensation matrix may differ as per prevailing market indices of the base location (i.e. where you will be based out of and will work for AGS Health).

2.At the time of joining, please bring all the documents as mentioned in the Joining Checklist (Annexure B).

www.agshealth.com

Annexure A:

CONFIDENTIAL

	Monthly ₹	Annual ₹
CTC		
Base Salary + Retirals	17,000	204,000
Base Salary + Retirals + incentive (See Note below)	25,500	306,000

	Monthly ₹	Annual ₹
Base Take Home (pre-tax)		
Gross Salary	15,405	184,860
PF (Employee)	841	10,087
ESI (Employee)	116	1,386
Take Home (pre-tax)	**14,448**	**173,387**

Base Salary		
Basic Salary	7,005	84,060
Statutory Bonus	1,400	16,800
BOA	7,000	84,000
Gross Salary	**15,405**	**184,860**

Retirals and Insurance		
Provident Fund (Employer)	841	10,087
Gratuity	337	4,043
Health Insurance	417	5,004
Retirals Total	**1,595**	**19,135**

Performance Incentive		
Monthly Performance incentive (See note Below)	8,500	102,000

* includes city compensatory allowance.

Note:

Performance incentive is paid based on company's incentive policy. You have potential to earn maximum of Rs.8,500 per month based on achievement of certain key performance and quality metrics as per the incentive policy applicable for different processes. The targets and actual performance (production and quality) are measured using tracking tools and are available for the agents to view online.

Signature: Date:

agshealth

Joining Documents Check List

Candidate's Name:

Offer finalization checklist		
S. No	**Checklist**	**Comments**
1	About AGS	
2	Department	
3	Title	
4	Process/ Specialty (if applicable)	
5	Job Description	
6	Facilities/ Project (okay to work out of any facility and project?)	
7	Shift	
8	Working hours & days	
9	Dress Code	
10	Offered Compensation (explain all the components) annual CTC	
11	Incentives	
12	Buddy Referral Scheme	
13	Appraisal	
14	Career progression	
15	Aspire	
16	Date of joining	
17	Documents Checklist	
18	Do you have any other offer?	
19	Final status	

Additional Comments (if any):

Applicant's signature Date:

Recruiter's signature Date:

Welcome to AGS Health!

The documents mentioned below are mandatory and need to be submitted on or before the joining day.
Appointment letter will be issued only after verification of all documents.
Passport Size Photograph - 3 nos.

Documents Required	**Please Tick**
Government Identity /Address Proof (copy of any 3 of the following)	
Permanent driving license	
Voters ID card	
Bank pass book with attested photo	
Passport copy (first and last page)	
Ration card	
Aadhaar Card	
PAN card copy	
Education Proof (copy of all documents)	
10th Std School SSLC Mark Sheet / Certificate	
12th Std School HSC Mark Sheet / Certificate	
UG Degree certificate / Mark Sheets (if any)	
PG Degree certificate / Mark Sheets (if any)	
Diploma certificate (if any)	
Certificate courses completed (if any)	
Previous Employment Proof (copy of all documents)	
Latest 3 months pay slip	
Offer Letter from all the previous employer	
Relieving letter / Experience letter from all previous employer	
Bank statement of salary account matching pay slip	

Ok to work in the following locations		**Ok to work in the following shifts**	
Western Pearl Building – Hitech City		Morning (8.00 am till 5.00 pm)	
-		Morning (6.30 am till 3.30 pm)	
-		Night (4.30 pm till 1.30am)	
-		Night (6.30 pm till 3.30 am)	
-		DST Timings	

Note – **It is mandatory that you submit your pan card & passport copy at the time of joining. If you do not have a pan card or passport, please apply for the same and submit the acknowledgement slip to the HR team on the date of joining.** For pan card assistance please follow https://www.tin-nsdl.com/bank-center.php

CTC: Take home: Date & Signature:

Joining Documents Check List

DOCUMENT OF UNDERSTANDING

Facility / Place of work:

- I will be required to work out of any office in Chennai based on business requirements.
- Experienced: I have been made aware that I will be required to work from office based on business requirement.
- Freshers: I have been made aware that I will need to report to office post completion of my training program or as per business requirement.

Vaccination:

- I was offered company sponsored vaccination or reimbursement of vaccination cost by AGS Recruitment SPOC.

Shift Hours / Process / Project:

- I will be required to work any 9 hour shift and be deployed in any project / process based on business requirements

Compensation / Salary:

- The take-home offered by AGS Health is pre-tax. Any professional / income tax that is applicable will be deducted from the take-home offered

Transport:

- I will be eligible for a common point pick-up / home drop facility based on my shift hours as listed below

Shift Hours	Common Point Pick-up	Home Drop
Day shift	NO	NO
1pm to 10 pm	NO	YES
3pm - 12am	YES	YES
Evening / Night Shift	YES	YES
DST Timing	YES	YES

I understand and agree to abide by all the requirements mentioned above as part of my employment with AGS Health

Signature: Date:

Annexure 2 - EMPLOYMENT LETTER

We are pleased to provide you an Employment Letter with AGS Health Private Limited ('the Company') with appropriate responsibilities for such role. This Agreement is effective as from your date of joining.

This letter will set forth the economic and key employment terms and conditions of your employment which are binding on both the Company and you, and by signing a copy of this letter, you accept our offer based on the valid consideration of a professional opportunity of employment with appropriate remuneration in our Company.

1. Probation Period

You will be on Probation from the date of commencement of your employment for a period of six (6) months. Your probation period will continue to be so unless and until you are expressly confirmed in the regular service of the Company but in any event shall not be for a period exceeding one year.

Notwithstanding anything stated herein, during the probation period, if your services are found unsatisfactory at any time during the period of your probation, your appointment will be terminated/cancelled without notice or compensation in lieu of notice. This Letter is contingent upon satisfactory completion of a pre-employment background verification process.

In the event of your resigning from the services of the Company during probation period, you will be required to give one month notice or an amount equivalent to one month's gross salary in lieu thereof. However, it would be at the discretion of the Company to waive the notice period on a case-to-case basis.

2. Compensation & benefits

Your compensation & benefits will be as mutually agreed and specified in the offer letter provided to you. During your employment period your compensation & benefits are subject to change based on your performance and based on the Company's performance. You will also be eligible to participate in other benefit plans that are made available by the Company from time to time, as applicable to your Grade. The Company reserves the right to terminate, change or modify any or all aspects of any compensation & benefits programs at any time.

As mutually agreed, between us, any incentive or variable pay that may be applicable to you, will be paid based on achievement of certain key result areas on such parameters as may be fixed by your reporting authority with your concurrence. Such payment being purely linked to performance will vary according to performance. Statutory Bonus as applicable will be paid to you at the appropriate rates either monthly or annual basis at the discretion of the Company. Your monthly compensation has been fixed for a 48-hour working week.

3. Leave Policy

You shall be governed by the Leave Policy of the Company as amended from time to time.

4. Medical Fitness

You will be requested to provide medical fitness certificate or undergo certain medical tests either on your joining date or during your employment at the discretion of the management.

5. Other Key Employment Conditions:

i. The Company shall be entitled to modify the terms of your employment subject to applicable statutory legislations and after taking your due consent for the same. You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and
such other practices, systems, procedure, and policies framed, amended, modified, or omitted by the Company from time to time. Such announcement will be communicated through mail or through the **Employee Handbook**. Any non-compliance will be subject to disciplinary action. The Employee Handbook, as amended from time to time, will always be available with Human Resources Department and in Company's Intranet which will govern the conditions of your employment. It is your responsibility to go through the Employee Handbook and update yourself periodically with the changes that are made.

ii. You can be transferred to any location where the Company is carrying on its business, as per the business requirements of the Company.

iii. During the course of your Employment with the Company, you may be asked to sign a commitment bond, for undergoing certifications/ specialized training program provided by the Company. As part of the consideration for providing such learning opportunity, you fully agree to abide by all the terms and conditions of such bond, and you will not raise any objection or concerns at the time of signing such bonds.

iv. You warrant that you do not own or possess any information or property belonging to any of your previous employers and that your performance of your duties as an employee of the Company will not breach any inventions, assignment, proprietary or confidential information, declarations, and non-disclosure agreements with any of your former employers or any other party.

v. You are not allowed to undertake any other activity in the nature of employment or business except with the prior written consent of the Company whether or not you receive financial compensation for such activities. You understand that the position with AGS Health calls for full time employment and you are expected to commit yourself exclusively to the business of the Company. You cannot take up any other work whether by yourself or in the name of any of your family members, on part time or otherwise, whether for profits or not, or as freelancer, or work on advisory capacity or be interested directly or indirectly in any other trade or business, during the course of your employment with the Company, without obtaining prior written consent of the Company.

vi. Any inventions, improvements, reports, manuals, or any other form of publication containing information relating to the services of the Company ("Intellectual Property Rights") you may produce or formulate during the course of your employment, shall always remain the property of the Company. You agree and understand that such

Intellectual Property Rights in respect of any work created or performed will be deemed to have been assigned to the Company.

vii. You must always maintain highest degree of secrecy of the strategy, names of fellow employees, business lines, Intellectual Property Rights, records, and any other information relating to our Company as may be deemed as "confidential information" from time to time.

viii. If an Employee is paid any relocation allowance or special allowance or any joining bonus to the Employee and if the Employee leaves the Company, either voluntarily or involuntarily, within one (1) year from the date of joining the Company, such relocation allowance or special allowance or joining bonus must be refunded to the Company in full within 30-days time period

If you are found to be violating any of these key employment conditions, you will be subjected to strict disciplinary action against you by the Company and you agree to abide by any decision that the Company may take in this regard including termination of your employment with the Company and / or claiming compensation for any damages suffered by the Company because of such violation. You agree that the Company can seek monetary damages as may be quantified by the Company for any such violation or breach of your employment, without having to show anything other than the fact of such breach or violation.

6. Termination of Employment

During the term of your employment, your services with the Company are liable to be terminated at any time, by giving two months' notice except in case of a termination due to misconduct. The Employee shall be eligible for Salary and benefits only until the last date of actual employment with the Company. If the Employee is required to serve full notice period, he shall not be entitled to avail of (or adjust/set off) any accrued leave during / against such notice period.

7. Resignation by Employee

i. You may terminate employment with the Company subject to you giving not less than two month's written notice to the designated officer of the Company.

ii. The Employee shall either be required to continue working for AGS Health for the full applicable notice period or for such short period as may be required for transition or be relieved from the services immediately, solely at the discretion of the management.

iii. If required by the management of the Company, you will also be required to train your replacement during such notice period.

8. Restrictions during and after employment

You will not during the term of your employment with the Company and for a period of 1 (one) year following the date of termination of your employment, do or permit any of the following without prior written consent of the Company:

i. Solicit any client of the Company or its associates or clients of the Company's clients for the purpose of offering to that person services similar to or competing with those of the Company.

ii. Cause or permit any person directly or indirectly under your control to do any of the acts or things specified above; and

iii. Solicit any employees of the Company, which includes the persons employed by the Company after termination of your employment with the Company, for the purpose of offering to that person an employment of any interest in any other company, institution, organization, or any business whether owned by you or not.

Actual or suspected breach of any of the above conditions shall entitle the Company to injunctive relief to enforce the restrictions given above.

In view of the nature of your duties with the Company, and the compensation and benefits granted by the Company to you, each of the Company and you consider the undertaking in this paragraph to be reasonable in
all circumstances. However, if one or more undertakings in this paragraph are held invalid as unenforceable or invalid for any reason by a competent court, adjudicator or arbitrator, the undertakings shall apply with such modifications as to the period, territory or scope of their operations as may be necessary to make them enforceable and valid.

9. Indemnity

You will fully and effectively indemnify the Company against all losses, damages and expenses incurred due to any breach or alleged breach of the terms of this Employment Letter, or any fraud, misconduct, or negligence on your part in the course of your employment with the Company.

10. Governing Law, Arbitration and Severability of Terms

This Employment will be subject to jurisdiction of courts in Chennai, Tamil Nadu, India, without regard to its choice of law provisions. Any dispute or claim that arises out of this Employment Letter shall be resolved by final and binding arbitration in accordance with Indian Arbitration and Conciliation Act, 1996, by an arbitrator to be appointed by the Company. If any provision of this Employment Letter may be held invalid or unenforceable, such provision shall be ineffective without invalidating the remaining provisions of this Employment Letter.

If the terms of this Employment Letter are acceptable to you, please sign below.

We look forward to a long and mutually rewarding relationship.

Sincerely,



Name: Prasad P K

Title: General Counsel. VP – Legal and Corporate Affairs

ACCEPTANCE BY EMPLOYEE

I have read & understood and agree to the above terms and conditions governing my services and employment with AGS Health Pvt Ltd.; I hereby agree to be legally bound by the same.

Signature of Employee:

Name:

Place:

Date:

cognizant

Ref No: 22023388
12-Sep-2022

Gandamalla Naga Shashank Goud

Dear **Gandamalla Naga**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **15-Sep-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Shashank

Date: 14/09/22

cognizant

Compensation and Benefits

Name: Gandamalla Naga Shashank Goud **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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

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 12-Sep-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

Gandamalla Naga Shashank Goud, ____(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

Shibu Balakrishnan
AVP – HR

Gandamalla Naga Shashank Goud

I have read, understood and accept the above-mentioned terms.

Signature: ShaShank

Date: 14/09/22

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

OFFER LETTER

Name: **Balram Gond**
Date: 29th June, 2022

Dear **Balram Gond,**

With reference to your application and subsequent discussions with us, we are pleased to offer you a role with **Infinity Learn**, on the following terms and conditions ("**Agreement**").

1. **Date of Joining & Work Location:** Your appointment becomes effective from the date of joining the services of the Company, on **Thursday, 30th June, 2022**. Your work location will be **Hyderabad**, or any other location as may be assigned by the Company. The Company reserves the right to transfer you to any location, as the Company may deem fit, from time to time.

2. **Term:** The term of this Agreement would be for a period of 45 days, commencing from your date of joining. This Agreement will automatically expire upon the completion of this term unless terminated earlier as per the provisions of this Agreement.

3. **Extension of Agreement:** In case of a business requirement, this Agreement may be extended by another 2 weeks (over above the 45 days' term) as mentioned in Clause 2. You shall be intimated by suitable means, as the Company deems fit. The decision of the Company in this matter shall be final and binding.

4. **Background Check:** The Company may, at its discretion, conduct background verification, prior to or at any time after commencement of this Agreement, to verify, including but not limited to, your professional certifications, designations or licenses, educational background, identity, proof of age, address, past work experience (if any) and criminal records. You hereby provide your express consent to the Company for processing your Personal Information, and Sensitive Personal Data or Information for conducting such background checks. This Agreement is subject to validation of any information provided by you to the Company and to the satisfactory outcome of the pre- employment screening activities (including background verification and criminal history check). Your appointment is contingent on the results of the background check. If the results of your background check reveal information that is inconsistent with our standards, or, if contrary to information given by yourself, this Agreement may be terminated forthwith upon written notice by the Company without any liability to you.

5. **Offer of Permanent Position:** It shall not be obligatory on the part of the Company to offer a permanent position to you on expiry of this Agreement. This offer of employment will be subject to the satisfactory performance during training and also subject to production of necessary documents including educational and professional certificates and may be rescinded in the event such necessary documents are not provided to the Company. Upon satisfying the above conditions, conversion to the role of Academic Counsellor will be done with a compensation of **ANNUAL CTC of INR 4 LPA + incentives** for the role of Academic Counsellor. However, the Company may at its sole discretion and its business requirements may decide not to extend an offer of employment. Moreover, if the Company finds that you have achieved your training target through improper means resulting in the reduction of your achieved revenue, the Company will have the right to terminate your employment even after the permanent position has been offered.

6. **Department, Designation & Reporting Manager:**

Department: Consumer Sales

Designation: Academic Counsellor

Sales Reporting Manager: As per business requirements

Role Location: Hyderabad

Sales Circle Location: Telangana

Training Location: Hyderabad

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

The training will be conducted out of the Training location. Upon successful completion of the training and post your conversion, you will be posted in the Role Location.

7. **Cost to the Company:** Your compensation is **INR 20,000** per month during the training period (of up to 2 months) and after confirmation of your employment you will be eligible for **Annual CTC of INR 4 lakhs+ incentives**. You are also eligible for performance **pay of up to INR 1, 00,000** based on your individual targets and performance numbers during your training period.

8. **Deductions:** The Company shall be entitled to deduct from the above remuneration payable to you the following contractual, statutory and compulsory deductions:

a. Provident Fund.
b. Income tax deducted at source at the rates applicable.
c. Employment / professional taxes.
d. Dues to Company including loans and advances; or
e. Any other applicable statutory deductions

The income tax liability with regards to your salary and perks will be your liability and will be governed by the applicable tax laws of the country as applicable from time to time.

9. **Expense Reimbursement:** In addition to the aforementioned salary, you shall be reimbursed the pre-approved expenses incurred by you on behalf of the Company or its clients as authorized, in connection with the duties executed by you, and upon presenting supporting vouchers/documents, in accordance with the Company's reimbursement and expense policy applicable to you from time to time.

10. **Company Policies:** You will be governed by the Company's policies, regulations and procedures on the office timings, anti-sexual harassment, leave, travel, transfers, misconduct, etc., presently in force or as introduced/amended from time to time. You are eligible for leave as per the Company's leave policy applicable to you from time to time.

11. **Leaves:** You will be entitled to such leaves in accordance with the company's leave policy applicable to you from time to time.

12. **Absence from duty:** When an employee takes off from duty without prior leave approval or proper intimation under certain unavoidable circumstances, then those days will be treated as absence from duty. The days of absence will be treated under loss of pay. The employee must report to his / her department head on rejoining duty from absence and provide valid reasons for absence in writing before taking up work again. If an employee is absent from duty for more than 2* days (including paid and unpaid leaves / consecutive or cumulative), training will be discontinued without any notice.

*(*In case, where this Agreement is extended, as per Clause 3 of this agreement, need to be read as 3 days, with no change to terms and conditions of Clause 12.)*

13. **Termination:** Subject to Clause 2, your services may be terminated in the following manner:

a. The Company will be entitled to terminate your services by giving you 48 hours' notice in writing, or by payment of 48 hours' salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 48 hours' notice in writing or 48 hours' salary in lieu of such notice.

b. In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, willful misconduct, or a material violation of Company policies or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss / damage / disrepute to the Company / associates, your termination will be immediate and without any notice or compensation.

c. In the event of your resignation from the services of the Company, you will be required to give the Company 48 hours' written notice. The notice period has to be served in full, unless otherwise agreed by the Company in writing. In case of failure to give the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in future. You shall, on ceasing to be an employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.

Rankguru Technology Solutions Private Limited (CIN: U72200TG2018TC127878)
Registered Office: Plot No. 81, Survey No. 11/11-11/1 Khananmet, Ayyappa Society,
Madhapur, Hyderabad, Rangareddi, Telangana - 500081

d. **Return of Company Assets**: Upon termination of your employment with Infinity Learn for any reason, you are obligated to forthwith return all assets of Infinity Learn within your possession or control (without any loss or damage), failing which Infinity Learn reserves the right to take appropriate legal action against you and recover the cost for such damage or loss from you and take such other actions as available under the laws. Infinity Learn shall adjust the such costs from any amounts payable to you towards your full and final settlement of dues. In the event there are no sufficient amounts due and payable to you against which such costs are to be adjusted, Infinity Learn shall raise a demand note and you shall make payment of such amounts within 7 (seven) days of receipt of the demand note.

14. **Confidential Information:** As an employee, you may come into possession of information confidential to the Company and agree to keep confidential, Company's proprietary and confidential information obtained at any time during the period of your employment in the Company. Confidential information includes, and is not limited to, course materials, videos, financial documents, and other relevant documents. You shall not disclose such Confidential Information to any person. You shall not make any copies of the Confidential Information. You shall not disclose, reproduce, or use any Confidential Information for any purpose except solely in connection with your performance of the obligations pursuant to your employment with the Company. You obligations with respect to confidentiality shall be more fully detailed under the Non-Disclosure and Confidential Information Agreement executed by you with the Company and you shall at all times be bound by the provisions laid therein.

15. **Intellectual Property Rights:** All the intellectual property rights in the material developed by you, class material and related documents shall at all times remain the property of the Company. You shall provide all assistance and execute all deeds and documents required to vest the intellectual property rights with the Company. In the event any of the intellectual property rights are not assignable under applicable laws, you shall provide exclusive, transferable, assignable, royalty-free right in such intellectual property in perpetuity to the Company. You shall not assert any right, title and interest over such intellectual property rights. You hereby acknowledge and agree that any content, copyright, inventions, designs, ideas, improvements, discoveries concepts, techniques, patents, copyrights, trademarks or computer programs conceived, created, developed, generated, or discovered by you, solely or jointly with others, during the course of your employment with Company, whether or not conceived during regular working hours at Company or Company's premises (collectively "**Inventions**") shall be deemed to have been made within the scope of your employment with Company, and therefore, constitute works for hire, and shall automatically upon their creation become the exclusive property of Company. You agree to promptly notify and fully disclose the existence of such Inventions to Company upon their creation or discovery. You hereby transfer and assign in favour of Company all rights, title, and interest in and to all such Inventions, including moral rights, if any. You agree that such assignment shall be irrevocable, perpetual, worldwide and royalty-free. To the extent the Inventions are not works for hire under applicable laws, you hereby irrevocably and perpetually assign them and any and all intellectual property rights and intangible proprietary rights relating thereto to Company in their entirety and agree to execute any and all documents necessary or desired by Company to reflect Company's ownership and protection thereof. You shall not, under any circumstances, seek or attempt to register any intellectual property rights using or incorporating the intellectual property rights of Company or deceptively similar thereto in any form or manner. To the extent you hold any right, title, or interest in and to the Inventions, you hereby irrevocably and perpetually (a) assign to Company all such rights, title, and interest in and to the Inventions; and (b) waive any claims in and to the Inventions. To the extent the Inventions or any part thereof are not works for hire under applicable law, you assign them and any and all intellectual property rights and intangible proprietary rights relating thereto to Company in their entirety and agree to execute any and all documents necessary or desired by Company to reflect the Company's ownership thereof.

16. **Indemnity:** You hereby agree to indemnify and keep indemnified and hold the Company harmless from and against any loss, claim, damage, costs, taxes, duties, additions, penalties, interest thereon or expenses of any kind, including reasonable attorney's fees, incurred/sustained or caused to be incurred/sustained by the Company on account of:

a. Any act or omission by you;
b. Contravention of any of the terms, conditions, covenants of this Agreement, or the Non-Disclosure and Confidential Information Agreement;
c. Any representation or warranty or information furnished to the Company found to be false;
d. Violation/non-compliance with any laws/rules/regulations while rendering the services;
e. Failure to adhere to the standards/specifications/policies of the Company; or
f. Third party claims arising out of or in connection with the Personal Information and Sensitive Personal Data or Information provided by you.

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

17. **General Provisions:**

a. Your working hours shall be governed by the working hours policy of Infinity Learn applicable to you and as amended from time to time. You may be required to work beyond the usual working hours from time to time depending on the business needs. You are required to devote your entire time, attention, and effort to the furtherance of the business of the Company and to continually develop your professional skills in the interest of the Company and yourself. You shall not, during your employment with the Company, directly or indirectly engage yourself in or devote any time or attention to any part-time employment or business or position of monetary interest, other than that of the Company. Further, you shall not divulge, communicate, or pass any information in any form, related to any aspect of the Company to anyone outside the Company.

b. During the term of this Agreement, you shall not engage in any work, paid or unpaid, that creates an actual or potential conflict of interest with Infinity Learn. Such work may include, but is not limited to, directly or indirectly competing with Infinity Learn in any way, or acting as an officer, director, employee or consultant of any entity, including an entity of the same or similar nature as, or which is in direct or indirect competition with, the business in which Infinity Learn is now engaged or in which Infinity Learn becomes engaged during the term of your employment with the Infinity Learn, as may be determined by Infinity Learn in its sole discretion. If Infinity Learn believes such a conflict exists during the term of this Agreement, Infinity Learn may terminate the Agreement forthwith upon written notice.

c. During your employment with Infinity Learn and for a period of 6 months thereafter, you shall not, directly or indirectly (as the case maybe) (i) entice any employee or consultant to leave their employment or services with Infinity Learn; (ii) solicit such employees or consultants for employment or service opportunities any third party; or (iii) solicit or entice in any manner, directly or indirectly any customers, agents, vendors, users, clients of Infinity Learn.

d. You shall endeavor to uphold the good image of the Company and shall not by your conduct adversely affect the reputation of the Company and bring disrepute to the Company, in any manner whatsoever. You shall not conduct yourself in any manner amounting to breach of confidence reposed in you or inconsistent with the position of responsibility occupied by you. You shall at all times deal with the Company's money, material and documents with the utmost honesty and professional ethics.

e. Your individual remuneration is purely a matter between yourself and the Company and has been arrived at on the basis of our specific background and professional merit. The Company expects that you will maintain this information and any future changes to your remuneration, as strictly personal and confidential.

f. During the course of your employment, if you, at any time render yourself incompetent to perform your duties or if you should misconduct yourself or be disobedient, intemperate, irregular in attendance, commit breach of the terms of your employment or of any of the stipulations herein contained, the Company shall without prejudice to any of its rights under the terms herein contained, be entitled to terminate your employment forthwith upon written notice and without any liability or payment in lieu of notice and deduct from your salary or other emoluments, if any, then due to you, including the amount of any damage that the Company may have sustained.

g. You will keep the Company informed of any change in your residential address, your family status, or any other personal particulars relevant to your employment, as and when the change occurs.

h. You are required to sign a 'Non-Disclosure and Confidential Information Agreement' with the Company, prior to joining the services of the Company. Your employment with the Company shall be contingent upon you executing the said agreement.

i. You will be subject to the Company's rules and regulations for the time being in force and as varied from time to time.

j. The Company will deduct taxes as appropriate and consistent with applicable tax laws and regulations. You will be responsible for your tax liabilities under all applicable tax laws and regulations.

k. This Agreement constitutes the complete understanding between you and the Company regarding the terms of your employment with the Company. This Agreement supersedes any prior, contemporaneous, and all other agreements, either written or oral, between you and the Company regarding your employment. Any modification of this Agreement will be effective only if it is in writing, signed by both parties. All restrictive covenants contained in this Agreement shall survive the termination of this Agreement.

l. All disputes arising herein shall be governed by the laws of India and the jurisdiction to entertain and try such dispute shall vast exclusively in the courts of Hyderabad, Telangana.

Rankguru Technology Solutions Private Limited (CIN: U72200TG2018TC127878)
Registered Office: Plot No. 81, Survey No. 11/11-11/1 Khanamnet, Ayyappa Society,
Madhapur, Hyderabad, Rangareddi, Telangana - 500081

Office Address:
6th Floor, NCC Building, Durgamma Cheruvu Road, HITEC CITY, Hyderabad Telangana, 500081

The terms of your employment detailed above are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately.

You are requested to signify your acceptance of the terms and conditions by signing and returning to us the duplicate copy of this Agreement.

We look forward to you joining us at the earliest. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

You are requested to carry the below mentioned documents on your joining date.

1. 10th Mark sheet
2. 12th Mark sheet
3. Graduation/Post Graduation Mark sheet–All semester mark sheet
4. Graduation/Post Graduation–Provisional Certificate/Course Completion Certificate
5. Resume
6. This Offer Letter
7. PAN Card
8. Any other document required by the Company
9. Voter ID/Passport/Driving License
10. Cancelled Cheque /Bank Statement/Bank Passbook
11. Passport Size Photograph
12. All current & previous companies relieving/experience letter (Only for experienced candidate)
13. Current/Last company's last three months' pay slips (Only for experienced candidate)

Yours sincerely,



CEO

Wednesday, 29th June, 2022

I have read and hereby accept this letter and terms thereof:

Candidate Name: Balram Gond

Signature:

Hatim Huned Kalangi
1114140190 22
B.Com Marketing
9618486713.
hatimk1320@gmail.com

Government of India
Form GST REG-06
[See Rule 10(1)]

Registration Certificate

Registration Number : 36IAGPK3792H1Z9

1.	Legal Name	HATIM HUNED KALANGI			
2.	Trade Name, if any	STELLAR INDUSTRIES			
3.	Constitution of Business	Proprietorship			
4.	Address of Principal Place of Business	Hill Street, FIRST FLOOR, 5-1-508/4, Ranigunj Street Number 9, Ranigunj, Secunderabad, Hyderabad, Telangana, 500003			
5.	Date of Liability				
6.	Period of Validity	From	05/04/2022	To	Not Applicable
7.	Type of Registration	Regular			
8.	Particulars of Approving Authority				
Signature		Signature Not Verified Digitally signed by TS GOODS AND SERVICES TAX NETWORK(4) Date: 2022.04.05 05:01:19 IST			
Name					
Designation					
Jurisdictional Office					
9. Date of issue of Certificate		05/04/2022			
Note: The registration certificate is required to be prominently displayed at all places of business in the State.					

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 05/04/2022 .

DocuSign Envelope ID: 45CA9BE7-BA2A-4F8B-A8A7-8379D5205D11

REALPAGE

Great Place To Work. Certified NOV 2021-NOV 2022 USA

August 19, 2022

Joel Anthony D Souza
44, RBI Colony,
Bhudevinagar, Alwal
Secunderabad - 500015
Telangana

SUB: OFFER LETTER FOR EMPLOYMENT

Congratulations!!

It gives us immense pleasure in welcoming you as a Teammate of RealPage India Private Limited. We are glad that you have chosen to accept our offer of employment and feel confident that this will be a mutually rewarding association.

Your role would be **Process Associate** at our Hyderabad office and employment starts on or before **Aug 25, 2022** with the compensation and benefits as mentioned in Annexure-A. Your offered CTC is I**NR 300,000/- Per Annum, (**in words **Three Lakhs Only)** a detailed breakup of the Salary is enclosed.

We, RealPage India Private Limited at Hyderabad, a wholly owned subsidiary of RealPage, Inc., and we are recognized as 'India's top 50 best IT-BPM Companies to work for in the past by Great Place to Work institute, India.

At RealPage, we expect all our teammates to lead by example and strive to achieve the organization's mission using the guiding principles and adhering to our core values.

This offer is based on the details you have provided; your profile, compensation, relevant work experience, and stands contingent until the completion of background verification and reference check. By accepting this offer, you are authorizing us to verify the information you have been provided to us with any third party. On affirmative results of background verification, the remaining joining formalities would be completed.

This offer and your employment with the Company would be governed by the rules, regulations and policies of the Company as notified from the time to time in Teammate Handbook.

You are requested to confirm the acceptance of this offer on or before **Aug 20, 2022.** If it is not accepted as on the date mentioned, this offer is liable to lapse at the discretion of the Company.

Welcome to RealPage, you have an extensive, rewarding, and exciting career and look forward to you joining our Team.

Thank you,

for RealPage India Private Limited

Ranganath Gandham,
Director, Talent Acquisition

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Annexure - I

SALARY FITMENT SHEET		
Full Name	Joel Anthony D Souza	
Department	Payments Operations, Global Ops - FS	
Designation	Process Associate	
Unit I / II	Unit II	
Effective Date of Fitment	August 25, 2022	
	Annual INR	**Monthly INR**
Base Salary (A)	**271,188**	**22,599**
Basic	150,000	12,500
HRA	60,000	5,000
Other Allowances*	61,188	5,099
Retrials (B)	**21,600**	**1,800**
Provident Fund**	21,600	1,800
Total Compensation (C) (A+B)	**292,788**	**24,399**
Gratuity* (D)**	**7,212**	**601**
Cost to the Company (C+D)	**300,000**	**25,000**
CTC in Words	**Three Lakhs Only**	
* Your Other Allowances comprises of Flexi Bucket		
** Contributions to Provident Fund as per "Employees Provident Fund and Miscellaneous Provisions Act, 1952".		
*** Gratuity benefit extended as per "Payment of Gratuity Act, 1972".		
Please note that all matters related to your compensation are STRICTLY CONFIDENTIAL & PERSONAL, kindly refrain from divulging this information to others teammates. Any breach of this may result in immediate termination of Services. All tax liabilities arising out of the above change shall be borne by the teammate.		



Ranganath Gandham,
Director, Talent Acquisition

DocuSign Envelope ID: 45CA9BE7-BA2A-4F8B-A8A7-8379D5205D11

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Annexure-B

You have authorized us to proceed with background verification on below listed documents by uploading documents in third party web link.

a. SSC and Highest Educational documents
b. Offer and Relieving letters of current and previous organizations
c. Latest three months' pay slip of current/previous organizations
d. Form 16 or Taxable Income Statement duly certified by previous employer (Statement showing deductions & Taxable Income with break-up);
e. Photocopy of valid Passport
f. Permanent Account Number (PAN)
g. Identity Proof (Voter id, driving license, Aadhar Card or any other which proves your identity)
h. Address proof (current bill, telephone bill or any other proof which proves your address)
i. Four stamp and passport size color photographs
j. Medical certificate from a registered practitioner (optional)
k. In order to continue or transfer provident fund from previous organization provide Universal Account Number (UAN)

ACCEPTANCE OF OFFER

I, by name Mr./Ms. Joel Anthony D Souza, acknowledge that I have read this offer letter of Employment, agree with the terms and by signing in the space below, I hereby accept this offer of the Company and will join the employment on Aug 25, 2022.

Date: 21-Aug-22 | 1:29 AM PDT

Signed DocuSigned by: 6AB3913F46CD4A7...

Place: Hyderabad

Name: Joel D'Souza

CSB Bank

APPENDIX – A

Compensation and Benefits

Name: **Kommineni Sai Charan**

Designation: **Business Development Executive - CASA - Hyderabad**

Pay Component	Monthly Amount	Annual Amount
CTC		
Gross Salary	**19792**	**237500**
Basic & DA	10416	125000
HRA	5209	62500
Conveyance	250	3000
Education Allowance	200	2400
Bonus	1500	18000
Medical Allowance	250	3000
Canteen Allowance	250	3000
Special Allowance	1404	16850
CCA	313	3750
Retirals	**1041**	**12500**
NPS (10% of Basic Pay)	1041	12500
Total (Retiring Benefits)	1042	12500
Total CTC	**20833**	**250000**
Total CTC	**20833**	**250000**

Notes:

(a) *Bonus includes statutory bonus, if any, as applicable as per policy

(b) The incentive/ Performance bonus will be entitled, as applicable for the post, as per the policy of the Bank

(c) CCA will be based on the place of posting

(d) Gratuity will be paid as per Gratuity Act 1972

(e) Professional Tax, Income Tax, and other deductions will be made as per statute.

(f) You will be covered under medical insurance as per Bank policy

(Vastav Pandya)
Human Resources
For CSB Bank

NAME:- Mohit Choudhary
UID no:- 111719017030
Ph no:- 9121442703
email:- Choudharymohit2703@gmail.com
B.Com Marketing

सत्यमेव जयते

Government of India
Form GST REG-06
[See Rule 10(1)]

Registration Certificate

Registration Number : 36AIEPM8830G1Z5

1.	Legal Name	MOOLARAM CHOUDHARY			
2.	Trade Name, if any	KISAN ENTERPRISES			
3.	Constitution of Business	Proprietorship			
4.	Address of Principal Place of Business	32-8, MAIN ROAD, SHAPUR NAGAR, IDA JEEDIMETLA, Hyderabad, Telangana, 500055			
5.	Date of Liability	01/07/2017			
6.	Period of Validity	From	01/07/2017	To	NA
7.	Type of Registration	Regular			
8.	Particulars of Approving Authority				

Signature

Signature Not Verified
Digitally signed by DS GOODS AND SERVICES TAX NETWORK 1
Date: 2018.07.18 17:14:42 IST

Name	
Designation	
Jurisdictional Office	
9. Date of issue of Certificate	18/07/2018

Note: The registration certificate is required to be prominently displayed at all places of business in the State.

This is a system generated digitally signed Registration Certificate issued based on the deemed approval of application on 01/07/2017.

MALLA REDDY UNIVERSITY

(Telangana State Private Universities Act No. 13 of 2020 and
G.O.Ms. No. 14, Higher Education (UE) Department)
Maisammaguda, Kompally, Hyderabad - 500 100. Telangana State.
Ph: 94971 94971, 91778 78365, Website: www.mallareddyuniversity.ac.in

[redacted] **IDENTITY CA**



Name : M AJAY PAUL

~~Roll No~~. : INTERNAL AUDITOR

Branch : MRU MAIN BLOCK

D.O.B. : 29-03-2021

Batch : .....

Registrar / Dean

APPOINTMENT LETTER

1 October, 2022

Dear **P Parandhaman,**

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 **Rs64400**. 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 P Parandhaman | pparandhaman67@gmail.com | 01-10-2022 05:52:14 PM IST | 157.47.46.128

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 **3 October, 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.

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, plans, records, reports, computer tapes and software and other documents and data

Signed by P Parandhaman | pparandhaman67@gmail.com | 01-10-2022 05:52:14 PM IST | 157.47.46.128

(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.

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

10. Declaration of Nationality

You are required to declare your nationality to your recruiter immediately as non-Indian passport/OCI/POI holders are governed by different guidelines as per the Employees' Provident Fund Organization. The Provident fund computation differs for employees holding a non-Indian passport. In absence of any declaration, nationality will be deemed as Indian. Any discrepancy highlighted in nationality post joining and requiring change in provident fund computation will be considered for modification prospectively. Wipro will not be responsible for retrospective liability. Kindly update and validate your nationality in myWipro post your onboarding.

11. Work Allocation

As part of your work responsibilities, you may be assigned to work on certain projects/accounts or other assignments at any of the Wipro or Wipro's client locations based on project/assignment's requirement as may be deemed fit by the Company in its sole discretion. Refusal to accept and deliver on such assignments shall be treated as a refusal to work and may result in termination of your employment or other disciplinary action.

It is understood that your date of joining **Wipro Limited**, will not be later than **3 October, 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: P Parandhaman

Signed by P Parandhaman | pparandhaman67@gmail.com | 01-10-2022 05:52:14 PM IST | 157.47.46.128

ANNEXURE I

Name	**P Parandhaman**
Designation	**Associate**
Date Of Joining	**3 October, 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**

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 P Parandhaman | pparandhaman67@gmail.com | 01-10-2022 05:52:14 PM IST | 157.47.46.128

ANNEXURE III
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **P Parandhaman**, 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: P Parandhaman

Signature: E-Signature Signature

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**P Parandhaman**, 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: P Parandhaman

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 P Parandhaman | pparandhaman67@gmail.com | 01-10-2022 05:52:14 PM IST | 157.47.46.128

Consent Form- Acknowledgement

Please read through the consent letter and submit your acknowledgement.

As a content moderator, your work would involve understanding client specific policies and guidelines, accordingly making decisions. As part of your work, you may be required to view and work upon content which might be disturbing in nature. You are requested to provide your consent by filling the details below.

Letter of Consent

I Mr/Ms.**P Parandhaman** S/o. _____ have been offered by Wipro to work in Content Moderation process. I have no objection in working/viewing content, which might be disturbing in nature and will not compromise in honoring my roles and responsibilities. I understand the criticality of my work and agree to abide by the organization's policies and procedures to ensure the work is completed without any compromise. In this context, I will also avail of the wellbeing services offered including the individual confidential coaching sessions, if required.

I hereby acknowledge that I have read, understood and agree to the terms of this letter of acknowledgement relating to confidentiality of work.

Signature of candidate: E-Signature Signature

Name : **P Parandhaman**

Father/Spouse Name

Resume ID

Location:

Date : E-Signature Date

IKS HEALTH
Quality Practice. Quality Care.

PRIVATE & CONFIDENTIAL

ravula sai shiva

July 19,2022

Dear ravula sai shiva

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 **Junior Revenue Cycle Representative** in Grade **13** in Department **RCM** with our organization commencing from **July 20, 2022**

Your annual compensation will be INR **250000 /-**. 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 - NSL** office on **July 20, 2022** Please keep your recruiter informed, in case of advancement in the joining date. Pursuant to its business needs, IKS Health retains the right to revise the commencement date of your employment with IKS Health. 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

Date

ravula sai shiva

Ravula Sai Shiva

111719017036, B.com marketing

9367746750,

saishivaravula123@gmail.com.

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efox

सत्यमेव जयते

Government of India

Form GST REG-06

[See Rule 10(1)]

Registration Certificate

Sarthak Goyal
1107190170 39
Bcom Marketing
goyal.sarthak3002@gmail.com
9121020227

Registration Number : 36AASFN9002F1Z4

1.	Legal Name	N K TRADING & CO.			
2.	Trade Name, if any	N K TRADING & CO.			
3.	Constitution of Business	Partnership			
4.	Address of Principal Place of Business	9-7-198/401, Navkar Prathul Residency, Near Mansarovar Heights 2, Hasmath Peta Balanagar, Hyderabad, Telangana, 500009			
5.	Date of Liability				
6.	Period of Validity	From	23/07/2021	To	Not Applicable
7.	Type of Registration	Regular			
8.	Particulars of Approving Authority	Telangana			

Signature

Signature Not Verified
Digitally signed by DS GOODS AND SERVICES TAX NETWORK(4)
Date: 2021.07.23 17:01:20 IST

Name	LAXMAN RAO ALLAMPALLY
Designation	Deputy State Tax Officer
Jurisdictional Office	BOWENPALLY - I
9. Date of issue of Certificate	23/07/2021

Note: The registration certificate is required to be prominently displayed at all places of business in the State.

This is a system generated digitally signed Registration Certificate issued based on the approval of application granted on 23/07/2021 by ... authority

SKANDHA VENTURES AND DEVELOPERS

OFFER LETTER

Date: 20-Jul-2022

Dear K. Shiv Khoushik ,

We are pleased to Offer you the position of **"Graduate Trainee Associate"** Your skills and experience will be an ideal fit for our customer service department.

Your Annual Earnings including salary, allowances, annual benefits, and statutory as applicable will discuss in annexure. You will receive a detailed appointment letter after you join.

Work Location: Hyderabad

On reporting, please submit the following:

- Four recent passport size photographs,
- Photocopy of all educational certificates,
- Proof of age certificate,
- Proof of address
- IT Declaration/ Form 16 from last employer,
- Last employer's salary certificate and
- Relieving letter of the last employer.

If you choose to accept this job offer, please sign the second copy of this letter and return it to me at your earliest convenience.

You are required to join the Company on or before, **1/8/2022**.
Please return a signed copy of this letter as a token of your acceptance of the offer, confirming your date of joining.

By signing and accepting this conditional offer, you understand and willfully agree that you are committed to join Skandha Ventures and Developers on or before the above stated DOJ.

Your appointment is subject to:
You are joining the services of the company on or before **1/8/2022**.

- Your written acceptance of the offer letter.
- The verification of your testimonials and clearance certificate.
- Us receiving satisfactory reports from your references.

Please sign and return to us the duplicate of this letter as a token of your acceptance of the above terms and conditions.

We look forward to you joining our team and hope it is the beginning of a mutually fulfilling association.

For Skandha Ventures and Developers.

Sincerely, MD
Shiva Reddy

I have read and accept the terms and conditions:

Date of Joining: 1 /08/2022

Signature:

Date :

02 May 2022

Hyderabad

Letter of Intent

Dear Tarun,

It was a pleasure interacting with you during our interview process and we believe that you will be a great asset to Keka. We are pleased to issue this offer at Keka for the role of **Product Specialist**. While the interview process allowed us to get a brief glimpse of your capabilities, we believe we have an environment that can get the best of you. We are looking forward to working with you at the earliest.

1. Your date of joining would be **30 May, 2022** and the offer stands withdrawn thereafter unless the date is extended by us and communicated to you in writing.
2. You will be working in our office located in **Hyderabad** but will work for the company or any of its subsidiaries or associated companies in any location within or outside India. You will be governed automatically by the rules and regulations and terms and conditions applicable to the new assignment.
3. You will have a **training and probation of 6 months.** You are entitled to receive a salary of **INR 15000/- per month during the first 3 months** which is calculated as Cost to Company.
4. After successful completion of **3 months**, you will be converted as a full-time employee and your salary would be between **INR 350000 to INR 400000.** During full-time employment, you need to sign an **Employment Service Agreement** of **18 Months**.
5. You shall be eligible for promotions and increments based on your performance and contributions to the Company as per the review and appraisal policies of the company.
6. You will be entitled to leaves and holidays as per the Policy of the company.
7. Please confirm your acceptance of the offer by responding to this offer by **03 May, 2022**

We welcome you to Keka and look forward to a long and mutually beneficial association.

- - Confidential - -

PRIVATE & CONFIDENTIAL

A Vijay Kumar

July 26,2022

Dear A Vijay Kumar

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 **Junior Revenue Cycle Representative** in Grade **13** in Department **RCM** with our organization commencing from **July 27, 2022**

Your annual compensation will be INR **250000 /-**. 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 - NSL** office on **July 27, 2022**. Please keep your recruiter informed, in case of advancement in the joining date. Pursuant to its business needs, IKS Health retains the right to revise the commencement date of your employment with IKS Health. 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 Date

A Vijay Kumar

Annexure I

	Annual	Monthly
Basic	125000	10417
HRA	62500	5208
Special Allowance	19270	1606
Statutory Bonus	8400	700
Provident Fund	18321	1527
Gratuity	6013	501
Insurance	3505	292
ESIC	6992	583
Total CTC	250001	20834

Thanking you,

For Inventurus Knowledge Solutions Pvt. Ltd.
HR Team

I accept the above offer on the terms indicated.

Signature Date

A Vijay Kumar

IKS HEALTH
Quality Practice. Quality Care.

Annexure II

Please note that you are required to carry the following original documents along with 2 photocopies of the same, on the day of joining

Sr. No.	Particulars	Documents
1	Education Certificates	SSC, HSC, Graduation and Post-Graduation
2	Work experience Certificate / Relieving Letters	Work experience/Relieving Letters of the Last two companies
3	Address Proof	Either one of the following: • Latest months Electricity Bill • Latest months Landline Bill • Rental Agreement of address provided • Ration Card • Passport Copy • Aadhar card
4	Photo ID Proof	Either one of the following: • Pan Card • Passport • Aadhar card
5	Salary Slips	Last 3 months Salary slips from previous employer
6	Photographs	4 copies
7	Name Change (if applicable)	Marriage Certificate or any other relevant document
8	Proof of resignation from previous employer	In case you are not able to submit the relieving letter of your last company on the day joining you need to submit the resignation acceptance mail or letter.

Annexure III

TERMS OF EMPLOYMENT

Your employment at IKS Health (also referred to herein as the "Company") will be governed by the IKS Health policies as modified from time to time. Some of the more significant terms and conditions that currently govern your potential employment, are detailed below.

1. **Hours of Work**

I. A working day shall comprise of nine hours.

II. You may be required to work on a shift basis. Shifts may be scheduled across 24 hours a day, 7 days a week and 365 days a year, subject to applicable laws. Your shift timings may change from time to time which you will be notified in advance.

2. **Place of Employment**

During your employment with IKS Health, you will be liable to be transferred or deputed to any of the offices and/or departments of IKS Health or its Associates, Subsidiaries or Group Companies, whether in India or overseas. In the event of transfer or deputation of your services your salary and other benefits will be determined in accordance with IKS Health policies prevalent at that time.

3. **Salary and Benefits**

I. Your salary shall be reviewed on an annual basis depending on the date of joining and you shall be notified of the amount of your salary entitlement for the succeeding year, which shall depend upon your performance during the year. IKS Health reviews salaries at the end of every financial year, and employees who have joined the Company prior to 30th September of the applicable financial year are eligible for annual salary reviews in the respective cycle.

II. Notwithstanding the provisions of Clause 3.i, you acknowledge that it is IKS Health policy to review the salary payable to its employees for successive financial years and such revised salary may be higher or lower than the salary received for the previous financial year depending upon the overall performance of the Company.

III. In addition to salary, you may also be entitled to receive other benefits, such as annual performance pay up to a maximum of twenty percent of your CTC, as applicable under the relevant IKS Health policy. The Company shall, in its sole discretion, be entitled to amend, vary, and modify any of the terms and conditions of the policy with regard to the benefits that are offered to you. Please note, there are no guarantees to any such benefits and performance payments and amounts could be NIL depending on your performance, company performance, industry environment, etc.

a. Relocation Expenses

You are eligible for relocation expenses reimbursement as per the Company policy, provided your offer letter explicitly provides for the same. In the event of your separation within 12 months of joining IKS Health, this amount will be recovered or set-off from or against your Full and Final Settlement.

b. Leave Entitlement Policy

All employees are eligible for an annual paid vacation. Please refer to the employee handbook or contact the HR department for further details regarding the Company's leave and vacation policy

c. Travel

You may be required to travel, whether in India or overseas, in connection with office work at short notice. All expenses associated with any such travel, within the prescribed limits, will be reimbursed by the Company as per the relevant IKS Health policy.

4. **Training**

Your continued employment with IKS Health is contingent upon you completing, to IKS Health's satisfaction, all required training modules and tollgates, by whatever name they are called and whenever they are conducted by the Company. IKS Health in its sole discretion shall determine which training modules need to be completed and tollgates cleared (including clearance cutoffs/percentages) for any given position.

5. **Termination**

Your employment with IKS Health is "at will" and is subject to termination on:

- For IKS Margin/IKS Care/IKS Enabling in Grade 11 to 13 – For the 1st 90 days, 7 days of prior notice by either side is applicable. From the 91st day onwards, 1 month of prior notice by either side is applicable.
- For IKS Coding in Grade 11 to 13 – For the 1st 90 days, 7 days of prior notice by either side is applicable. From the 91st day onwards, 2 months of prior notice by either side is applicable.
- IKS Practice in Grade 11 to 13- Two months prior notice by either side
- Grade 8 to 10 – Two months prior notice by either side for IKS Margin/IKS Care/IKS Coding/IKS Enabling/IKS Practice
- Grade 2 to 7 – Three months prior notice by either side for IKS Margin/IKS Care/IKS Coding/IKS Enabling/IKS Practice

IKS Health reserves the right to, at its sole discretion, substitute the notice period by paying you salary in lieu of the notice period. For abundant caution, it is hereby clarified that you cannot waive the notice period requirement in the event you wish to terminate your employment with IKS Health, and that your termination/resignation letter (by whatever name it is called) will be accepted by IKS Health only on your satisfying the mandatory notice period as stated in IKS Health's HR handbook. Further, till such time as IKS Health accepts your resignation letter, you will be deemed to be an employee of IKS Health and the terms and conditions of your employment will continue to bind you. IKS Health shall have the right to

terminate your employment immediately without notice or payment in lieu of notice if:

a. You neglect, refuse, fail or for any reason become unable to perform any of your duties under this agreement or comply with IKS Health policies and code of conduct

b. You are guilty of any misconduct whether or not in the performance of your duties (including but not limited to being an undischarged insolvent, being convicted by any criminal court, being involved in fraudulent acts, etc.) or commit any act which in the opinion of IKS Health is likely to bring IKS Health into disrepute whether or not such act is directly related to the affairs of IKS Health;

c. You commit any breach of any of your duties or obligations under this agreement or the policies of IKS Health; or

d. There is a discrepancy in the copies of the documents/certificates given by you as proof in support of the information provided by you.

In the event of termination under Clause 7, you shall not be entitled to any benefits whatsoever.

6. **Retirement**

Your age of retirement from the service will be on completion of sixty years. However, you may opt for voluntary retirement at any age before sixty years during your services in the Company if you are unable to continue in service satisfactorily. The actual date of retirement shall be the last working day of the calendar month in which your 60th birthday falls.

7. **Mode of Communication**

For any service of notice or communications of any kind, you will be informed by email or ordinary post at the address given by you at the time of your employment or such other address as may be intimated by you to the Company thereafter.

8. **Confidentiality**

a. You agree at all times during the term of your employment and thereafter:
i. To hold Confidential Information, as defined below, in strictest confidence, and not to use or attempt to use the same, except for the benefit of IKS Health and
ii. Not to disclose or divulge Confidential Information to any person or entity without written authorization of IKS Health.

b. You agree to return to IKS Health all proprietary information, including copies on paper, hard drive, disk, tape and other media, upon completion or termination of any project or upon cessation of your employment with IKS Health. You further agree to return all IKS Health electronic devices, such as laptops, computers, mobile phones, wireless electronic mail devices, hand drives and any other equipment issued to you, with all information stored on such devices at the time of issuance and/or created by you thereafter, as part of your employment, intact.
For the purposes of this Clause, "Confidential Information" means any of IKS Health's proprietary or confidential information, technical data, trade secrets or know-how, whether (oral or written or in electronic format, tangible or intangible and whether marked confidential or not), including but not limited to, research, business plans, products, product improvements, business / knowledge processes and process documents, services, projects, proposals, all work produced or performed by you during your engagement with IKS Health, whether during normal working hours or not, computer programs, documentation, customer lists and customers (including, but not limited to, customers of IKS Health with whom you become acquainted), customers data, software, improvements and developments, inventions, formulas, technology, designs, drawings, engineering, marketing, distribution and sales methods, sales and profit figures, finances, techniques, strategies, discoveries, the title and description of any patents or patent applications filed by IKS Health in any country or jurisdiction (until the same is generally available to the public), and any other business information of IKS Health including its business plans, practice methodologies and technologies (including computer software), training materials, personnel information, client lists and information regarding the business needs, strategies and technologies of present and prospective clients and internal Company publications, whether directly or indirectly, or by drawings or inspection of documents or other tangible property and all information that comes to your knowledge which would but for this employment would not have been accessed by you. Confidential Information however shall not include knowledge, skills or information which is common to the business of IKS Health or which is generally known outside IKS Health. You understand that retaining the confidential nature of Confidential Information is of utmost importance to the business of IKS Health and in addition to the terms stipulated in this agreement herein you agree to execute and deliver a Non-Disclosure Agreement with IKS Health.

9. **Intellectual Property**

a. Except as otherwise may be agreed by IKS Health in writing, in consideration of your employment and free of any additional obligations of IKS Health to make additional payments to you, You hereby agree and irrevocably assign to IKS Health any and all right, title and interest, both in equity and law, in any/all inventions, software, manuscripts, documentation, improvements or such other intellectual property, whether or not protectable by any national or state laws relating to the protection of intellectual property, relating to the present or future business of IKS Health that may be developed by you prior to the termination or cessation of your employment with IKS Health or within 12 months from the last working day with IKS Health, either alone or jointly with others, and whether or not developed during normal business hours or arising in the scope of your duties of employment with IKS Health.

b. You hereby declare and undertake that all such inventions, software, manuscripts, documentation, improvement or other intellectual property shall be and remain the sole and exclusive property of IKS Health. You further undertake and agree to execute such further documentation and/or declaration, as IKS Health may consider appropriate to vest and/or perfect any/all right, title and interest of IKS Health.

c. This provision does not apply to an invention for which no equipment, supplies, facility, trade secret, or confidential information of IKS Health was used and which was developed entirely on your own time, unless the invention relates (i) directly to the business of IKS Health, or (ii) to IKS Health's actual or demonstrably anticipated research or development or the invention results from any work performed by you for IKS Health

d. You agree that all services performed by you for IKS Health shall be original work and shall not incorporate any third party materials or work in which you or any third party asserts an ownership interest without the express written consent of IKS Health

10. **Data Privacy Compliance Policy**

You consent to the terms and conditions of the Data Privacy Compliance Policy as stated below:

a. The collection and processing of sensitive personal data about you to the limited extent and for the purposes described in the Data Privacy Compliance Policy;

b. Worldwide transfer of personal data held by IKS Health about you, including to other employees and offices of IKS Health's worldwide organization and to third parties where disclosure to such third parties is required in the normal course of business or by law; and use of your personal images and voices in marketing material, videos, etc.

c. The reference to information "about you" includes reference to information about third parties associated with you, such as your spouse and children (if any), whose consent is provided to IKS Health by you on their behalf. The reference to "sensitive personal data" may be understood to include reference to the various categories of personal data identified by the United States, European and Other applicable data privacy laws as requiring special treatment, including in some circumstances, the need to obtain explicit consent. These categories comprise personal data about racial or ethnic origin, political opinions, religious or other similar beliefs, trade union membership, physical or mental health, sexual life or criminal record.

d. In addition, you agree to treat any personal data to which you have access in the course of your employment strictly in accordance with this Data Privacy Compliance Policy and other IKS Health policies and procedures. In particular, you will not use any such data other than in connection with and to the extent necessary for the purposes of your employment.

11. **Restrictive Covenants**

You will not, during your employment and for a period of two (02) years from the date of termination or cessation of your employment for any reason:

a. Directly or indirectly engage in a business in India or the United States that develops integrated solutions or that otherwise provides products or services that are the same or similar to those provided by IKS Health.

b. Directly or indirectly solicit any customer, vendor or contractor of IKS Health with regard to any products or services comparable or competitive to those provided by IKS Health.

c. Directly or indirectly solicit any person, corporation or entity that during the 12 month period prior to your termination or cessation of your employment conducted business with IKS Health or had been solicited for business by IKS Health, with regard to any products or services comparable or competitive to those provided by IKS Health.

d. Directly or indirectly solicit any person, corporation or entity who does business with IKS Health and with which you had contact or obtained pricing, contract or other confidential information at any time during your employment with IKS Health, with regard to any products or services comparable or competitive to those provided by IKS Health.

e. Directly or indirectly solicit any employee of IKS Health to interfere with Company's business or to exit employment with IKS Health.

f. Directly or indirectly solicit any employee of any information technology or other contractor engaged in product or service design, development, production, or deployment for IKS Health to interfere with Company's business or to exit their engagement.

You further acknowledge that:

a. The foregoing restrictions are reasonable in light of the market dynamics, environment and nature of the products and services that IKS Health provides.

b. IKS Health has legitimate business reasons for requiring such restrictive covenants.

c. You understand the restrictions and have had an opportunity to fully discuss these restrictions with IKS Health and accepts these restrictions and

d. In the event your employment with IKS Health terminates for any reason, you will be able to earn a livelihood without violating the foregoing restrictions and that your ability to earn a livelihood without violating such restrictions is one of the material conditions of your employment with IKS Health.

12. **Representation and Warranty**

You represent and warrant that your joining IKS Health will not violate any agreement to which you are or have been a party to. You represent and warrant that you will not use or disclose any confidential or proprietary information obtained from a third party prior to your employment with IKS Health. You represent and warrant that you will comply with all IKS Health's applicable policies and standards and shall perform your services in a manner consistent with ethical and professional standards of IKS Health. You represent and warrant that you possess all the requisite certificates, licenses, permits, work visas, clearances to be able to lawfully perform the services.

13. **Indemnification**

You agree to defend, indemnify and hold harmless IKS Health and all of its officers, directors, employees, successors and assigns from and against any and all third-party claims, demands, actions, suits, losses, liabilities, (including taxes), and all related costs and expenses, including without limitation reasonable attorneys' fees (collectively "Losses") due to, arising from or relating to your breach of any of your obligations contained in this Terms of Employment.

I HAVE READ & UNDERSTOOD THE ABOVE ACKNOWLEDGEMENT AND AGREE TO BE BOUND BY ITS TERMS

Signature of Employee

Approved and Released by
The Talent Acquisition Team*
For Inventurus Knowledge Solutions Private Limited
(*This is an electronically generated document and hence not signed)

Annexure IV

Information Declaration Form

To Whom It May Concern:

I *A Vijay Kumar*

I hereby authorize **Inventurus Knowledge Solutions Pvt. Ltd.** and/or or their authorized representatives and contractors to verify information presented on my employment application/resume and to procure an investigative report or consumer report for that purpose.

I hereby grant authority for the bearer of this letter to access or be provided with full details

§ Of my previous employment record held by any company or business for whom I previously worked. This information should include the dates of employment; the nature of the position held, [details of my salary upon departure] and an appraisal of my performance, capabilities and character. In addition, please provide any other pertinent information requested by the individual presenting this authority. I hereby release from liability all persons or entities requesting or supplying such information.

§ of my qualification/degree (copy of my certificates attached)

§ information in respect to my character from the records maintained by local authorities

§ Of any other pertinent information requested by the Authorized Party, including but not limited to my Permanent Account Number (PAN), ADHAR Card Number and the associated documentation

---

Signature Date
A Vijay Kumar

111721901 7047

S. Shravan
UID: 111719017047
Email: Shagantishravan@gmail.com
B.Com Marketing
9704111246.

GOVERNMENT OF TELANGANA

LABOUR DEPARTMENT

(See Rule 3)

FORM - II

Certificate Of Registration

Reg. No. SEA/MED/ALO/ML/0336759/2021

It is hereby certified that the **SRI LAKSHMI NARAYANA JEWELLERS** has been Registered as Shop under the Telangana Shops & Establishments Act, 1988 on **07/08/2021** with registration number **SEA/MED/ALO/ML/0336759/2021**

1	Name of the Employer	:	SHAGANTHI SURESH KUMAR
2	Father/Husband's Name	:	SATYANARAYANA SHAGANTI
3	Age of Employer	:	48
4	Name of Shop /Establishment	:	SRI LAKSHMI NARAYANA JEWELLERS
5	Shop / Establishment Address	:	SRI LAKSHMI NARAYANA JEWELLERS,1-3-33/34,SHOP NO 1,OPP.SHIVALAYAM, MAHAKALI STREET, SECUNDERABAD, MALKAJGIRI, MALKAJGIRI,MEDCHAL (MALKAJGIRI)
6	Number of Employees	:	0
7	Nature of Business	:	JEWELLERY AND SILVER
8	Date of Commencement	:	06/08/2021

Registering Authority
Name: R. Renuka
Designation: ALO_MALKAJGIRI

Place: MEDCHAL (MALKAJGIRI)
Signed Date: 07/08/2021

Note:

1. This is a system generated certificate and does not require signature. This certificate can be verified at https://labour.telangana.gov.in/ by furnishing the registration certificate number mentioned in the certificate.
2. If it is found that the documents / information uploaded are not genuine / proper then this certificate will be liable to be revoked.The validity of this certificate is further subject to the payment of annual fee and penalty (if any) from time to time failing which the registration will be deemed to be revoked.
3. Fee Payments Between on or before 1st December there shall be No Penalty.
4. Fee Payments after 1st December upto 31st December there shall be 25% Penalty.
5. Fee Payments After 31st December there shall be 50% Penalty.

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

30 June, 2022

Mr. Adnan Sharief Mohammed
H No: 1612,
Risala Bazar,Bolarum,Alwal, Near Gandhi Statue,
Secunderabad 500010.

Dear Adnan Sharief,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position: Sr.Process Associate

Grade: G1 L2

Start date: On or Before 29 August, 2022

Compensation: Gross Compensation of INR 370,003 (Rupees Three Lakhs Seventy Thousand and Three Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.

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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : Adnan Sharief Mohammed
Position : Sr.Process Associate
Grade : G1 L2

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	13,770	165,240
• House Rent Allowance	5,790	69,480
• Flexible Benefits**	2,754	33,048
B. Bonus (20% of Basic Salary Paid Monthly)	2,754	33,048
C. Standard Benefits		
• Provident Fund***	1,800	21,600
• Gratuity	662	7,944
Gross Compensation (A+B+C)	27,530	**330,360**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	39,643	69,376
Total CTC (Gross + VPI)##		**370,003**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

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

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the organization, you are required to produce a copy of the relieving letter (if you have previous work experience) from your last employer

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.

Associate Signature: _____

Always Designing for People™

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, criminal screening, educational and employment verification, and reference checks. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

cleansheetgroup.com
info@cleansheetgroup.com
1600-21 King Street West Hamilton
Ontario, Canada L8P 4W7

14/06/2022

Miss. Peteti Ooha Sree

India – Hyderabad

Dear Miss. Peteti Ooha Sree,

For Creation Executive, [Clean Sheet Group] is offering a monthly salary of [350USD] . You will be paid on a monthly basis. You will be based in India but may be required to work at other locations determined by the needs of the business.

Please indicate your agreement with these terms and accept this offer by signing this agreement and returning it to me.

- Healthcare: Covered.
- Vacation: 30 calendar days annually
- Probation Period: 90 days
- Salary During Probation Period: 350USD Monthly
- Starting the working day on 16-Jun-2022

We look forward to welcoming you to the Clean Sheet Group team.

If you have any questions or need additional information, please don't hesitate to contact me by email.

Best Regards,

HR. Manager – Dubai

Wassim sa'adah

12 Apr 2022

To

A Sai Pranitha,
Hyderabad.

OFFER LETTER

Dear **Sai Pranitha,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **A Sai Pranitha**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

12 Apr 2022

To

Ch Rishitha,
Hyderabad.

OFFER LETTER

Dear **Rishitha,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **Ch Rishitha**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Ms. D P Tejasvi
1-54 , Petbasheerabad,Angadipet,Medchal,
Hyderabad, 500055
India

Subject: Offer of Employment

Dear D P Tejasvi:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

D P, 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:
By: Chandra Shekar Heggavur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **D P**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

6289BFE31BD54BE...
Signature

Oct 31, 2022
Date

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Annexure A

Ms. D P Tejasvi **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

D P Tejasvi **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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

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24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:



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D P Tejasvi

Signature

Name

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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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
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Signature

Oct 31, 2022
Date

D P Tejasvi
Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022
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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

DocuSigned by:
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Signature	Name	Date
	D P Tejasvi	Oct 31, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:

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_____	D P Tejasvi _____	Oct 31, 2022 _____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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.

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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

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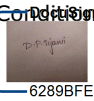
Agreement including disclosing to any unauthorized person any *Confidential Information* or *PII*.
• Willful insubordination or disobedience, whether or not in combination with another, of any lawful and reasonable instructions of any member of management or any authorised person.
• Engaging in unapproved 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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Digitally signed by:

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D P Tejasvi

Signature

Name

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Deloitte.

Oct 31, 2022

Ms. D P Tejasvi

1-54 , Petbasheerabad,Angadipet,Medchal,

Hyderabad, 500055

India

Training Agreement

Dear D P:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

February 1, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Deekonda Kavya,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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,**



Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M-Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic

program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

3. Appointment details:

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.

4. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

i. A Group Personal Accident Insurance (GPAI) coverage of **Rs.12,00,000/-.** You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.

ii. Group Life Insurance coverage of **Rs.14, 00,000/-.** This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can 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, you are also eligible for medical insurance cover towards hospitalization.

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 scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renawal timelines.

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.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (Rs. Per Month)
First year	**15000**	**488**	**15,488/- (*)**
Second year	**17000**	**553**	**17,553/- (*)**
Third year	**19000**	**618**	**19,618/- (*)**
Fourth year	**23000**	**0**	**23,000/- (*)**

(*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the relevant laws including contributions under Employees' State Insurance Corporation Act (**at 0.75% 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.

Your fourth-year scholarship will continue until completion of your M-Tech program. Your enrolment into the MTech academic program within 12 months from date of joining.

You shall be eligible to receive a onetime "joining bonus" of Rs.75,000 after you join Wipro along with your first month

salary. All applicable taxes on the payment of this amount will be borne by you. Please note in the event you leave the organization within 12 months from the date of joining, payment processed under Joining bonus shall be recovered from the employee at the time of exit.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and 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 Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

Book Allowance:

A Book Allowance of Rs.1,250/- will be provided to you per semester. This allowance will be given 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 during the course of each semester. The allowance will be subject to tax. Book allowance is applicable and paid only when you are 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

5. Training Agreement:

i. This letter of enrolment is subject to the execution of a training agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program (“Training Agreement”).

ii. This Training agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. This included technical training, in various formats, both online and offline and practical experience in various projects. The Company invests on your behalf for the cost of these trainings. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever before the completion of 60 months from the date of joining, the training expenses of Rs.75,000/-(Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

6. PROJECT READINESS PROGRAM (PRP)

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro’s - Talent Transformation Department to all campus and off-campus selects. 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 WILP.

7. Regulations of Academic study:

i. You will be enrolled for M-Tech program with a renowned institution (“University”) that collaborates with Wipro for WILP.

ii. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.

iii. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.

iv. You will not be able to change Specialization track after enrolment.

v. Overall program duration is 4 years from date of enrolment of academic program.

vi. As per the program structure, a WILP Scholar trainee will register and pursue 4 to 6 courses per semester over 7 semesters.

vii. You will be required to submit a project work / dissertation in your final semester (8th semester of your program). This will enable you to advance your professional capabilities by applying concepts and techniques in projects.

viii. Each course has multiple evaluation components. This includes an assignment component, quiz, mid-semester examination and comprehension examination. All evaluation components are mandatory for securing a pass grade in a course as prescribed by the partnering institution.

ix. Contact classes are organized as per the handout and calendar prepared and shared by the University at the beginning of each semester. In the normal course, one session of 2 hours duration per course per contact class is organized.

x. You will be called upon to undergo studies during the hours and days as may be fixed by the Company from time to time. Normally, the study hours would be from 9:00am to 6:00pm

xi. The faculty will take attendance/circulate attendance sheets for every session. It is your responsibility to ensure that your attendances are recorded properly.

xii. WILP Scholar trainees are expected to be on time for every session. Punctuality is non-negotiable and the faculty reserves the right to deny entry and attendance to late comers.

xiii. Attending 75% of contact session is mandatory for each course to appear for examinations.

xiv. Not attending classes for reasons like medical/on the job training /late coming/personal problems and other similar reasons would be treated as absenteeism.

xv. Scholar trainees who fail to meet the minimum attendance criteria will not qualify for comprehension exams for any of the registered courses in that semester.

xvi. For any reason, you are not able to meet the minimum attendance criteria or not complete the mandatory assignments / quiz / examinations in any semester, you are required to repeat the same semester as and when the next batch is organized. In such cases, rules and regulations governing academic programs at that time would be applicable. In addition, additional semesters fees are to be borne by you as prescribed by the University.

xvii. At the end of each semester, the performance of each Scholar Trainee in a course, is specified as a letter grade which is obtained through a Relative Grading procedure

xviii. Any Scholar trainee securing 3 or more cumulative fail grade at any point in time will be expelled from WILP Program.

xix. The 8th semester of study is fully devoted for dissertation / project work

xx. If a Scholar trainee’s CGPA is less than 5.5, the Scholar trainee will not be permitted to register for the dissertation. He/she has to re-appear for exams and secure a CGPA of 5.5 before taking up the dissertation. Also, a Scholar trainee with an E grade in any course will not be permitted to register for the Dissertation

xxi. Project / Dissertation work has to be carried out by each individual separately. Teamwork is not permitted.

xxii. The dissertation has to be completed strictly as per the guidelines that are outlined by collaborating institution.

xxiii. WILP Scholar trainees are expected to maintain decorum and discipline in line with Wipro's professional work culture and environment.

xxiv. In cases where a Scholar trainee deviates from the expected behaviour as prescribed by the WILP and partnering institution from time to time , strict action will be taken and the decision of the WILP Team / faculty /, University would be final and binding.

xxv. Breach of integrity will be dealt with sternly. Such Scholar trainees will be asked to discontinue their studies and also expelled from WILP program.

xxvi. 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.

xxvii. All Scholar trainees of the WILP will be given testimonials at the end of the successful completion of the M-Tech degree program. The testimonial contains the timeline in the WILP and the kind of project works carried during this opportunity.

Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation / University norms declared from time to time. Decision of the University would be final and binding.

8. Conflict of Interest:

i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, 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 Head / Manager of WILP Academy

ii. 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.

iii. 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 WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

   a. Any student/scholar trainee of the WILP to abandon /withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.

   b. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.

   c. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.

   d. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.

iv. In case of any conflict or doubt, please discuss the matter with Head / Manager of WILP, to understand Wipro's position on this and resolve the conflict.

9. Obligation and Responsibilities:

i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.

ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.

iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head / Manager of WILP.

iv. 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 WILP or otherwise.

v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated / modified on a periodic basis and new policies may be introduced and notified to Scholar trainees from time to time and you will be bound to comply with the same.

vi. 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 WILP/Wipro and in the course of your association with WILP. This covenant shall endure during your association and beyond the cessation of your association with WILP (irrespective of the circumstances of, or the reasons for, the cessation).

vii. In connection with your association with Wipro as part of the WILP 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 WILP / Wipro, such developments will be fully communicated to the WILP 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.

10. Confidentiality:

i. 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).

ii. 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.

11. 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.

12. 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.

13. Misconduct:

i. In case you are charged with any misconduct or disciplinary issue during your study period, your enrolment with WILP may be temporarily placed on suspension without payment of scholarship amount, for such period as Wipro may deem fit. If the charges against you are proved to be true, your enrolment may be immediately cancelled , without any notice or payment of scholarship in lieu of notice not withstanding any clause of this letter of enrolment. It is clarified that this clause is without prejudice to Wipro’s rights to enforce the Training Agreement duly signed by you even after cancellation of your enrolment for whatever reasons as the case may be.

ii. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro’s right to enforce the Training agreement, Wipro shall have the right to terminate your academic study without any notice or payment of scholarship in lieu thereof, if any declaration given or information furnished by you to WILP/ Wipro is found to be false or if you are found to have willfully suppressed any material information.

Please note that at any stage, whether during your selection process or upon enrolment with the WILP, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, Wipro shall withdraw or revoke the enrolment and cancel the same with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

14. Cancellation of Enrolment:

Notwithstanding any of the clauses of this letter of enrolment, Company reserves the right at its sole discretion to cancel 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.

15. Study Hours:

i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.

ii. Normally, your “Project work” would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval.

iii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.

iv. 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 organizing team of the WILP.

v. The university will plan contact classes in multiple format to suit the project work situations and university guidelines such as contact classes in ILT (instructor Led training) and / or VILT (virtual Instructor Led Training and Self-Directed / Recorded lecture sessions.

16. General:

i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.

ii. The terms of this letter of enrolment 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.

iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.

iv. 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.

v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

17. On Completion/Cancellation of Academic Program:

i. On Completion of the academic program or cancellation of your enrolment , as the case may be, 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.

ii. You are not eligible to receive testimonial 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.

iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar trainee on successful and satisfactory completion of the academic study.

18. Acceptance of Enrolment Letter:

Upon accepting 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 of joining WILP program.

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 submit the same on the date of joining.

Yours sincerely,

For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the enrolment on the terms and conditions herein.

I shall be present for the induction session on

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I Deekonda Kavya, 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."

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.

ANNEXURE – III

INITIAL INDUCTION PROGRAM

The Talent Transformation team at Wipro groom's 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 Trainees comfortable in a corporate environment. This program starts with a corporate induction.

"EMERGE" 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.

ANNEXURE – IV

POST CONVERSION DETAILS

Post successful completion of your course and conversion to full time employment, you will be part of the Campus

Program which has a special bonus and aided career path. Please find below the compensation and bonus plan as part of the program which will be effective from your joining date with Wipro as a full time employee.

Your compensation post successful completion of your course and joining as a full time employee will be Rs.6,00,000 per annum. In addition to the mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of Year 1	1,00,000 – 1,50,000
End of Year 2	1,00,000 – 1,50,000
End of Year 3	1,00,000 – 1,50,000

Please note the terms and conditions:

1. The special bonus is subject to

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date
- you have not resigned voluntarily or abandoned your job as of the retention date

2. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

3. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 3 tranches of bonus payouts

4. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

5. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team’s decision on the payout would be final and binding.

6. You shall keep the contents of this letter confidential

Note: The above shall be applicable on successful completion of your course and will be effective from your joining date with Wipro as a full time employee.

ANNEXURE – V

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee with Wipro’s WILP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

i. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

ii. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

i. 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 that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.

ii. 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:

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.

iii. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

iv. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

☑ Accept ☐ Decline

☑ **Signature** Deekonda Kavya 1/2/2022 9:09 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

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BSC. comp sci & Eng.

2021 - 2023

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 15-23, Financial District,
Nanakramguda Village, Serilingampally Ravenue Mandal,
Hyderabad, Telangana - 500 019
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

on campus

Private and Confidential

Congratulations and a Warm Welcome!!!

June 20, 2022

Kandimalla Lahari
Hyderabad,

Dear Lahari,

It is our pleasure to offer you the position of **Graduate Trainee Operations**, Job Title of: **Graduate Trainee Operations** as per the terms and conditions as set out in this letter.

Appointment

You will be employed with Franklin Templeton International Services India Pvt. Ltd. (the "Company"), a subsidiary of Franklin Resources, Inc. (Franklin Resources, Inc. and its subsidiaries and affiliates (including the Company) shall hereinafter be collectively referred to as "Franklin").

This offer is valid till seven days from the date of issuance and in the event of your failure to join the services of the Company on or before **July 05, 2022** the offer and acceptance shall stand rescinded automatically without any further notice.

Confirmation of your appointment is subject to you producing your graduation certificate within three months from the date of this letter or such extended period as may be communicated by Franklin Templeton International Services (India) Pvt. Ltd., at its sole discretion and successful completion of probation period. Failure to adhere to this condition will result in automatic termination of your employment.

You shall perform duties as may, from time to time, be assigned to you by your supervisor and you shall comply with all reasonable directions of the Company. You will be working in the Hyderabad office of the Company. The Company reserves the right to assign, reassign, transfer or relocate you to other areas, departments or offices of Franklin on one or more occasions.

Your employment shall be in force till such time as may be determined by the terms of this Appointment Letter or any other policies that may be in force from time to time, or upon you reaching the age of retirement as per the Company's policy, whichever is earlier. For the purpose of this clause, the age of retirement is 60 years.

Probation

You will be on probation for a period of six months from the date of joining or passing your graduation exam whichever is later. During this period, your supervisor will regularly review and assess your performance. In the event that either you or the Company wishes to terminate your employment during the probationary period, either party may terminate this agreement by serving to the other party not less than one month's notice in writing or by making payment in lieu thereof. The Company reserves the right to extend the probationary period for better assessment of your performance and conduct.

4:51 PM 1.3KB/s

Congratulations!
Letter of Intent to Hire

Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (April 26, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent**.

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and location as may be decided by the Company.

Everyone you have interviewed with joins me in welcoming you. We at Deloitte are looking forward to you joining us. If you wish to gain any further clarity, please feel free to contact us.

Please note that Aadhaar card with complete date of birth (dd/mm/yyyy format) is required for creating UAN number for PF account. In case you have not shared your Aadhaar in the correct format, request you to please update it on priority (refer attached document FAQ on E-Aadhaar for further guidance to obtain the same from the UIDAI portal). This is a very crucial part of offer release.

Click here to write to us in case you may have any queries. Thank you!

Regards,
Campus Recruitment team

About Deloitte

Deloitte refers to one or more of Deloitte Touche Tohmatsu Limited, a UK private company limited by guarantee ("DTTL"), its network of member firms, and their related entities. DTTL and each of its member firms are legally separate and independent entities. DTTL (also referred to as "Deloitte Global") does not provide services to clients. In the United States, Deloitte refers to one or more of the US member firms of DTTL, their related entities that operate using the "Deloitte" name in the United States and their respective affiliates. Certain services may not be available to attest clients under the rules and regulations of public accounting. Please see www.deloitte.com/about to learn more about our global network of member firms.

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NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Ms. Madineni karthika
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad 500015
Mobile No. : 9392738257
e - mail : karthikamadineni@gmail.com

Sub: Offer Letter

Dear Karthika,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,

for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Signature & Name

2021-

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Comp sc & Eng

https://wipro.icims.com/forms?module=Forms&action=showForm&view=html&form=WILP_Enrollment_Letter_Template_2022&use...

2021-2022

wipro

January 31, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Matoori Catherine,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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,**

Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ("PRP") that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M-Tech degree from one of the premier engineering institution / University** upon successful completion of

...ness Program - CRP

...ram is focused on making young Trainees comfortable in a corporate environment. This program starts with ...induction.

...behavioral skills building training program ensures that the fresh Trainee start feeling at ease in the ...ronment". This activity based behavioral intervention informs the new entrants about the corporate work culture ...ness etiquette.

...ogy Readiness Program - TRP

...nology training provides critical technical skills required to work on projects allocated to Trainees and prepare to ...the demands of the project world. We begin doing this by familiarizing with Wipro's businesses and work environment.

...methodology of training is "Project Based Learning" (PBL) approach, the entire learning is designed around a series of ...ects that the recruits are expected to complete individually by learning and applying various topics required to complete ...e project. Starting with individual projects, the PBL approach ends with recruits working on a team project.

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ANNEXURE – IV

POST CONVERSION DETAILS

Post successful completion of your course and conversion to full time employment, you will be part of the Campus ... Program which has a special bonus and aided career path. Please find below the compensation and bonus plan as part of the program which will be effective from your joining date with Wipro as a full time employee.

Your compensation post successful completion of your course and joining as a full time employee will be Rs.6,00,000 per annum. In addition to the mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of Year 1	1,00,000 – 1,50,000
End of Year 2	1,00,000 – 1,50,000
End of Year 3	1,00,000 – 1,50,000

Please note the terms and conditions:

1. The special bonus is subject to
   - you being "active" in the services of the company through to retention date as applicable
   - your employment has not been terminated for poor performance or for cause prior to retention date
   - you have not resigned voluntarily or abandoned your job as of the retention date

2. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

3. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 3 tranches of bonus payouts

4. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

5. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team's decision on the payout would be final and binding.

6. You shall keep the contents of this letter confidential

Note: The above shall be applicable on successful completion of your course and will be effective from your joining date with Wipro as a full time employee.

ANNEXURE – V

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee

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B.Sc -(comp science & eng)
21 - 22

ENERGYTECH GLOBAL

ENERGYTECH GLOBAL PVT LTD
Module No 404, 4th Floor, EMDBP Building,
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Dear Vennela,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior Software Analyst(QA)** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
Place of Posting	You will be posted in Hyderabad. However, the job may require you to go anywhere in India or abroad as per the requirements of the organization from time to time
Internship	You will be given an internship opportunity at EnergyTech Global from the **6th of June 2022,** and you are expected to work a minimum of 30 hours a week. During this period, you will not receive a salary, wages, or other compensation. However, EnergyTech will provide a nominal stipend of **INR 15,000** (Rupees fifteen thousand only) per month. As an intern, you will be entitled to our employee benefits such as staff breakfast and lunch. Your internship is expected to end on **9th Sep 2022(Tentatively).** During your internship, you may have access to trade secrets and confidential business information belonging to EnergyTech Global and its associated companies. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. By accepting this offer, you agree that you will observe all policies and practices governing the conduct of our business and employees at EnergyTech Global throughout your internship.

You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 12-04- 2022

P. Vennela

Pinjarla Pavani
11171901301 6
DCS

Techouts

Encl: List of documents, compensation structure and employee benefits
Compensation Structure:

NAME:	**Pavani Pinjarla**	Band	A1	
DESIGNATION:	**Trainee**			
STRUCTURE				
S.No	Description		Amount (per month)	Amount (per Annum)
A	FIXED COMPONENETS:			
1	Basic		4800	57600
2	HRA		1920	23040
3	Conveyance & Other Allowances		5280	63360
	Monthly Compensation		**12000**	
	Total Annual Compensation			**144000**

*Group Medical Insurance premiums will be deducted monthly as applicable

Techouts Solutions India Pvt.Ltd.is one of the very few IT companies who have provided the employees the privilege of deciding the components of the salary within the given framework. The concept of flexible benefit package is one of the best practices of the industry.

As the name, clearly indicated flexible benefit package allows an employee to fix up his / her own allowances keeping his / her commitments, income tax deductions in mind. However, there are policies and procedures laid down for each of the allowances.

Our payroll coordinator will help you to fix up the flexible benefit package on the day of joining.

Remember YOU are the owner of fixing up your own flexible benefit package.

Yours sincerely,

For Techouts Solutions India Pvt.Ltd.

Amith Paruchuri,
CEO

Received the letters and accepted the salary structure, as above

Accepted Signature: _____

USA Address: 9714, Linkmeadow Ln, Houston, Texas - 77025, Phone No: 001-281-899-0555

Pinjarla Pavani
11171901 3016
DCS

Techouts

Date: **June 6, 2022**

Offer Letter

Dear **Pavani Pinjarla,**

It gives us immense pleasure in inviting you to join Techouts Solutions India Pvt.Ltd. as one of its valuable members. We believe that organizations grow and flourish, fueled by the enthusiasm and energy of the people who are willing to invest into the future. We are happy that you are one such employee joining us in our effort to create a truly global corporation.

You will be designated as **Trainee** and will report on your joining to Navya Teja, Sr. Executive -HR for your further assignments.

Your position will carry a gross compensation value of around Rs. **1,44,000** (Rupees One Lakh Forty Four Thousand only) per Annum for the first six months from your date of joining and there after your CTC will be revised based on your performance during the first six months.

You association and employment will be governed by the various employee related policies and guidelines of the organization.

We would have the offer open until **June 6, 2022** and prefer you to join us on **June 6, 2022.**On your joining day, we will require you to submit the various documents for our records, as mentioned in the list enclosed. Please return the signed duplicate copy of the letter as an acknowledgement.

As much as your association with Techouts Solutions India Pvt.Ltd will be governed by the terms of offer made in this letter, it will be also guided by the core values and beliefs of our organization cherished over the last many years.

While welcoming you to Techouts Solutions India Pvt.Ltd. we are confident that you will contribute to the organization and its goals, add value through your roles and strengthen Techouts Solutions India Pvt.Ltd.

Yours sincerely,
For Techouts Solutions India Pvt.Ltd,

Amith Paruchuri,
CEO

Accepted Signature: _____

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Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Ms. Poll Reddy Leena Sai
H.No:18-164/5,Sarala Enclave,Hb Colony,Prashanth Nagar,
Siddipet, 502103
India

Subject: Offer of Employment

Dear Poll Reddy Leena Sai:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

Reddy Leena Sai_USI Campus FTE - Consulting DCIPL.pdf 1 of

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29/6/2022
Hyderabad, Telangana

Pampari Manisha
9063504506
manishapampari27@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Pampari Manisha,

Congratulations! You have been selected as "**ML Analyst**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of **INR** 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Pampari Manisha, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Pampari Manisha

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	ML Analyst	
Salary Offered (in INR)	400,000	
Salary Head	Yearly	Monthly
Basic	144,000	12,000
HRA	57,600	4,800
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	75,520	6,293
Performance Based Pay	60,000	5,000
Employer Contribution to PF	17,280	1,440
Total Salary (in INR)	**400,000**	**33,333**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**528,004**	**44,000**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as ML Analyst.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 18, 2022

Nallabolu Rishitha
Hyderabad

Dear Rishitha,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Nallabolu Rishitha**
Business Title: **Associate Content Specialist**
Date:

THOMSON REUTERS

Annexure I - Total Rewards

Name: Nallabolu Rishitha

Title: Associate Content Specialist

Reporting Manager: Shruthi Bhope

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

THOMSON REUTERS

Statutory Benefit

Gratuity:
Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

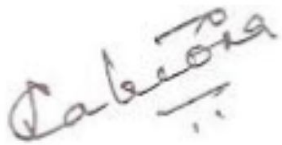
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Nallabolu Rishitha
Date:

THOMSON REUTERS

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

THOMSON REUTERS

Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Nallabolu Rishitha**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Nallabolu Rishitha
Title: Associate Content Specialist
Date:

THOMSON REUTERS

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: Nallabolu Rishitha
Date:

Name : R Shirisha
UID : 111719013020
Package : 2.75 lpa

Capgemini

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

Superset ID: 2028440

Letter of Intent ("LOI")

Dear Ragam Shirisha,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2028440**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2028440**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2028440**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

Ragam Shirisha
Associate and A3

You will be under probation for six (6) months from yourdate of joining Capgemini. During this period,your all-inclusive annual target compensation (on a cost to company basis) willbe **INR2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only). Subsequent to your successful completion of trainingand probation, your all-inclusive annual target compensation (on a cost to companybasis) will continue at INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only).** On completion of 1 yearof service from your date of joining, you will receive a fixed incentive of **INR25,000 (Rupees Twenty-Five thousand only)**
Based on your Date of Joining, your compensation shall bepaid monthly. The Company shall deduct tax at source at the time of making payment

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

01-Apr-2022

Amisha Shaik
H-no 6-72/104 , shashank enclave
Dammaiguda, Hyderabad
-500083
HYDERABAD
Telangana
INDIA

Dear Amisha Shaik,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

Personal Information Form

randstad

Name in Full: (In Block letters)

T Vaishnavi Reddy

Father Name:

T Hanumanth Reddy

Affix Passport or Stamp Size Photo Photograph

Deputeed to:Sutherland Global Services Pvt Ltd	Date of Joining: 11/10/2022	Deputee ID: 2366772

Designation: Associate	Work Location & Building Name: Hyderabad

Date of Birth: 10/04/2002	Age in Yrs:20	Blood Group:

Sex:☐ Male☒ FeMale	Marital Status☒ Single☐ Married

Temporary Address	Permanent Address Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 509207
Telephone No:	Telephone No:
Mobile No.:+918179165288	Mobile No.:+918179165288
E-mail:reddytvaishnavi@gmail.com	E-mail:reddytvaishnavi@gmail.com

Family Particulars (Husband / Wife, First Child, Second Child, Mother, Father)

Name	Relationship	DOB / Age	Employed (Y/N)	If employed, place of employment
T Hemalatha	Mother	16/11/1970 52	NO	

Note: Mention no other relationship e.g. In-Law, Brother, Sisters, etc.

Educational Qualifications:

PG / Degree / Diploma / Others	Name of the Institution / college	Year of Passing	% Score	Major Subjects

Work Experience (Starting from current Employment):

Organization Name & Location	Period		Designation(at the time of)		Organization Reporting to	Organization Total No. of Years
	From	To	Joining	Leaving		

Emergency contacts name and number (person should be residing in the city of your work location)

Name :	Relation :	Tel /Mobile :

Reference Check Details

	Name Of the Person	Occupation / Designation	Mobile & Land Line No.	E Mail Id
Relative				
Previous Employer				
Collage Lecture (For Fresher's)				

Permanent Account Number (PAN) Details.

Permanent Account Number (PAN): (In Block Letters)	EYMPR6832P	Aadhar Card No.	7490 3777 6102
Esic Pehchan Card No.		Universal Account No.- PF:	
ID Proof:		ID No:	
Date of Expiry(MMYY)			

Bank Account Details

Please Noe: (a) Salary will be paid through Bank, Electronics Fund Transfer. (b)It is recommended that you open a savings bank account if you do not have one. Else Salary will be paid through DD or Cheque, which will additionally take 6-15 days for clearance, excluding courier time, depending on your location.. (c) Randstad will facilitate opening of a new account. (d) Members who open new account should confirm Account Activation via email to Randstad personals within two weeks of opening an account..

Please specify your Bank Account Number: (In Block Letters)

Bank Name :

IFSC Code:

Branch:

Declaration

I confirm that the information provided by me is accurate and correct to the best of my knowledge and agree to share my personal information to third party for on-boarding process. In the event any information is found to be wrong, I understand it will result in termination of my employment without notice. I have understood the terms of the offer clearly. I have been briefed about the policies of the organization I'm deputed to and agree to abide by the same.

Name :	T Vaishnavi Reddy	Location:		Signature:		Date:	

New Form -11 Declaration Form
(To be retained by the Employer for future reference)

Employees Provident Fund Organization
The Employees Provident Funds Scheme,1952 (Paragraph - 34 & 57) &
The Employees Pension Scheme, 1995 (Paragraph -24)
(Decalration By a Person Taking Up employment in any establishment on which EPF Scheme, 1952 and /or EPS 1995 is applicable)

1	Name of the member	T Vaishnavi Reddy
2	Fathers Name ☒ Spouse's Name☐ (Please tick whichever is applicable)	T Hanumanth Reddy
3	Date of Birth : (DD/MM/YYYY)	10/04/2002
4	Gender : (Male / Female / Transgender)	Female
5	Marital Status (Married / Unmarried/Widow/Widower / Divorce)	UnMarried
6	a) Email b) Mobile	reddytvaishnavi@gmail.com +918179165288
7	Whether earlier a member of Employees Provident Fund Scheme, 1952	No
8	Whether earlier a member of Employees Pension Scheme, 1995	No
9	a) Universal Account Number:	
	b)Previous PF Account Number:	
	c)Date of exit from previous employment:(DD/MM/YYYY)	
	d) Scheme Certificate No.(if issued)	
	e) Pension Payment Order (PPO) No...(if issued)	
10	a)International Worker:	
	b)If yes, state country cf origin (India/Name of other country)	
	c)Passport No.	
	d)Validity of passport [(DD/MM/YYYY) to (DD/MM/YYYY)]	
11	KYC Details: (attach self attested copies of following KYCs)	
	a)Bank Account No. & IFSC Code	
	b)AADHAR Number	7490 3777 6102
	c)Permanent Account Number (PAN), if available	EYMPR6832P

UNDERTAKING

1. Certified the particulars are true to the best of my knowledge
2. I authorize EPFO to use my Aadhar for verfication/authentication/eKYC purpose for service delivery.
3. Kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present P.F.Account as I am an Aadhar verified employee in my previous PF Account (The transfer would be possible only if the identified KYC detail approved by previous employer has been verified by present employer using his Digital Signature Certificate)
4. In case of changes in above details, the same will be intimated to employer at the earliest

Date : 01-11-2022
Place:Hyderabad

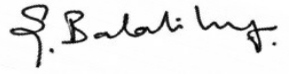
Signature of Member

DECLARATION BY PRESENT EMPLOYER

A. The member Mr./Ms./Mrs T Vaishnavi Reddy has joined on 11/10/2022 and has been allotted PF number .....
B. In case the person was earlier not a member of EPF Scheme, 1952 and EPS 1995 :
   - **(Post allotment of UAN)**The UAN allotted for the member is :
   - Please Tick the Appropriate Option :
     The KYC details of the above member in the UAN database
     □ Have not been uploaded
     □ Have been uploaded but not approved
     □ Have been uploaded and approved with DSC /e Sign
C. In case the person was earlier a member of EPS Scheme, 1952 and EPS, 1995 :
   - The above PF Account number /UAN of the member as mentioned in (A) above has been tagged with his/her UAN/Previous Member ID as declared by member.
   - Please Tick the Appropriate Option :
     □ The KYC details of the above member in the UAN database have been approved with E-sign/Digital Signature Certificate and transfer request has been generated on portal.
     □ As the DSC of establishment are not registered with EPFO, the member has been informed to file physical claim (Form- 13) for transfer of funds from his previous Establishment

Date: 01-11-2022

For Randstad India Pvt Ltd.



Balakrishnan S
Head - HRSSC

(FORM 2 REVISED)

NOMINATION AND DECLARATION FORM FOR UNEXEMPTED/EXEMPTED ESTABLISHMENTS

Declaration and Nomination Form under the Employees Provident Funds and Employees Pension Schemes

(Paragraph 33 and 61 (1) of the Employees Provident Fund Scheme 1952 and Paragraph 18 of the Employees Pension Scheme 1995)

1.Name (IN BLOCK LETTERS) : T VAISHNAVI REDDY

Name Father's / Husband's Name Surname

2.Date of Birth : 10/04/2002 3. Account No.:

4.*Sex MALE/FEMALE: Female 5.Marital Status: UnMarried

6. Address Permanent / Temporary : Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 509207

PART – A (EPF)

I hereby nominate the person(s)/cancel the nomination made by me previously and nominate the person(s) mentioned below to receive the amount standing to my credit in the Employees Provident Fund, in the event of my death.

Name of the Nominee (s)	Address	Nominee's relationship with the member	Date of Birth	Total amount or share of accumulations in Provident Funds to be paid to each nominee	If the nominee is minor name and address of the guardian who may receive the amount during the minority of the nominee
(1)	(2)	(3)	(4)	(5)	(6)
T Hemalatha		Mother	16/11/1970	100	

1. *Certified that I have no family as defined in para 2 (g) of the Employees Provident Fund Scheme 1952 and should I acquire a family hereafter the above nomination should be deemed as cancelled.
2. Certified that my father/mother is/are dependent upon me.

Strike out whichever is not applicable Signature/or thumb impressionof the subscriber

PART – (EPS)

Para 18

I hereby furnish below particulars of the members of my family who would be eligible to receive Widow/Children Pension in the event of my premature death in service.

Sr.No	Name & Address of the Family Member	Age	Relationship with the member
(1)	(2)	(3)	(4)
	T Hemalatha	52	Mother

Certified that I have no family as defined in para 2 (vii) of the Employees's Family Pension Scheme 1995 and should I acquire afamily hereafter I shall furnish Particulars there on in the above form.
I hereby nominate the following person for receiving the monthly widow pension (admissible under para 16 2 (a) (i) & (ii) in the event of my death without leaving any eligible family member for receiving pension.

Sr.No	Name and Address of the nominee	Date of Birth	Relationship with the member

Date:01-11-2022

Signature or thumb impressionof the subscriber

CERTIFICATE BY EMPLOYER

Certified that the above declaration and nomination has been signed / thumb impressed before me by Shri / Smt./ T Vaishnavi Reddy employed in my establishment after he/she has read the entries / the entries have been read over to him/ her by me and got conformed by him / her.



Date :01-11-2022

Balakrishnan S
Head - HRSSC
Signature of the employer or other authorised officer of the establishment

Name & address of the Factory /Establishment
Randstad India Pvt Ltd
Old No. 5 & 5A, New No 9, Pycrofts Garden Road
Nungambakkam, Chennai – 600 006

Place:Hyderabad
Date :01-11-2022

Form-1

DECLARATION FORM

To be filled by the employee after reading instructions overleaf. Two Postcard Size photographs are to be attached with this form. This form is free of cost.

(A)INSURED PERSONS PARTICULARS

1.Insurance No.					
2.Name in block letters.	T VAISHNAVI REDDY				
3.Fathers/ Husbands Name	T Hanumanth Reddy				
Date of Birth	Day	Month	Year	5.Martial Status	✓ M/U/W
	10/04/2002			6.Sex	✓ M.F.
7.Present Address			8.Permanent Address Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207		
Pincode:			Pincode:	509207	
e-mail address: reddytvaishnavi@gmail.com			e-mail address: reddytvaishnavi@gmail.com		
Branch Office			Dispensary		

(b) EMPLOYER'S PARTICULARS

Employer's Code No.			
Date of Birth	Day	Month	Year
	10/04/2002		
11. Name & Address of the Employer Randstad India Pvt Ltd Old No. 5 & 5A, New No 9, Pycrofts Garden Road Nungambakkam, Chennai – 600 006			
12. In case of any previous employment please fill up the details as under:-			
a)Previous Ins.No.			
b)Employer's Code No.			
C) Name & address of the Employer Randstad India Pvt Ltd Old No. 5 & 5A, New No 9, Pycrofts Garden Road Nungambakkam, Chennai – 600 006 e-mail address :			

(C) Details of Nominee u/s 71 of ESI Act 1948 / Rule 56 (2) of ESI (Central) Rules, 1950 for payment of cash benefit in the event of death.

Name	Relationship	Address
T Hemalatha	Mother	

I hereby declare that the particulars given by me are correct to the best of my knowledge and belief. I undertake to intimate the Corporation any changes in the membership of my family within 15 days of such change.



Balakrishnan S
Head - HRSSC
Counter signature by the employer

Signature/T.I.of I

(D) FAMILY PARTICULARS OF INSURED PERSON

Sl.No.	Name	Date of Birth/ Age as on date of filling form	Relationship with the Employee	Whether residing with him/her?		If No, state place of Residence	

ESI Corporation Temporary Identity Card (Valid for 3 months from the date of appointment)

Name	T Vaishnavi Reddy	
Ins.No.		Date of appointment 11/10/2022
Branch Office		Dispensary

Space for photograph

Employer's Code No. & Address	Validity: Dated:

I.P

Signature/T.I. of
Signature of B.M. with Seal

INSTRUCTIONS

1. Submission of Form-1 is governed by regulations 11 & 12 of ESI (General) Regulations, 1950.

2. "Family" means all or any of the following relatives of an Insured Person namely:-
(i) A spouse (ii) a minor legitimate or adopted child dependant upon the I.P;(iii) a child who is whollydependant on the earnings of the I.P. and who is (a)receiving education, till he or she attains the age of 21 years (b)an un married daughter; (iv) a child who is infirm by reason of any physical or mental abnormity or injury and is wholly dependant on the earnings of the I.P. so long as the infirmity continues; (v) dependant parents (Please see Section 2 clause 11 of the ESI Act 1948 for details).

3. Identity Card is Non-transferable.

4. Loss of Identity Card be reported to Employer/Branch Manager immediately.

5. Submission of false information attracts penal action under Section 84 of ESI Act, 1948.

6. This form duly filled in must reach the concerned Branch office within 10 days of appointment of an Employee. Delay attracts penal action under Section 85 of the Act, against employer.

7. As an Insured person you and your dependent family members are entitled to full medical care. The other benefits in cash include (1) sickness Benefit (2) Temporary Disablement benefit (3) Permanent disablement Benefit (4) Dependents benefit and (5) Maternity Benefit (incase of women employees subject to fulfillment of contributory conditions.

8. For more details Please Visit website of ESIC at WWW.esic.nic.in or www.esickar.gov.in contact Regional office or Branch Office.

1. Date of Allotment of Ins. No.

2. Date of issue of TIC :

3. Name/ No. of Disp :

4. Whether reciprocal Medical arrangements involved.If yes, please indicate:

Signature of Branch Manager

Payment of Gratuity (Central) Rules

FORM 'F'

[See sub-rule (1) of rule 6]
Nomination

To Randstad India Pvt Ltd

Old No. 5 & 5A, New No 9, Pycrofts Garden Road

Nungambakkam, Chennai – 600 006

1. I. Shri / Shrimati / Kumari T Vaishnavi Reddy

(Name in full here)

whose particulars are given in the statement below, hereby nominate the person(s) mentioned below to receive the gratuity payable after my death as also the gratuity standing to my credit in the event of my death before that amount has become payable, or having become payable has not been paid and direct that the said amount of gratuity shall be paid in proportion indicated against the name(s) of the nominee(s)

2. I hereby certify that the person(s) mentioned is/are member(s) of my family within the meaning of clause (h) of section (2) of the Payment of Gratuity Act, 1972

3. I hereby declare that I have no family within the meaning of clause (h) of section (2) of the said Act.

4. (a) My father/mother/parents is/are not dependent on me.
(b)My husband's father/mother/parents is/are not dependent on my husband.

5. I have excluded my husband from my family by a notice dated the _____ to the Controlling Authority in terms of the proviso to clause (h) of section 2 of the said Act.

6. Nomination made herein invalidates my previous nomination.

Nominee(s)

Name in full with full address of nominee(s)		Relationship with the employee	Age of nominee	Proportion by which the gratuity will be shared
(1)		(2)	(3)	(4)
1.	T Hemalatha	Mother	52	100
2.				
3.				
So on..				

Statement

1.	Name of employee in full	: T Vaishnavi Reddy
2.	Sex.	:Female
3.	Religion	:
4.	Whether unmarried/married/widow/widower	:UnMarried
5.	Department/Branch/Section where employed	:
6.	Post held with Ticket or Serial No., if any	:
7.	Date of appointment	:11/10/2022
8.	Permanent address	: Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207 Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207
		Gangannagudem Kondurg mandal cherukupalle Telangana, Ranga Reddy district -509207
		509207

Village	Thana	Sub-division
Post Office	Districts	State Telangana

Place:Hyderabad
Date:01-11-2022

Signature/Thumb impression of the employee

Declaration by witnesses

Nomination signed/thumb impressed before me.

Name in full and full address of witnesses.	Signature of witnesses.
1.	1.
2.	2.

Certificate by the employer

Certified that the particulars of the above nomination have been verified and recorded in this establishment.

Employer's Reference No., if any.



Balakrishnan S
Head - HRSSC
Signature of the employer/officer authorised

Date:01-11-2022

Signature of the employee

***Note:-** Strike out words/paragraph not applicable



Strictly Private and Confidential

Date: 04/06/2022

Sandhya Vaddicherla Yadav

C10974131

2 105/135, ushodaya colony,gajularamaram,medchaldistrict ,Hyderabad, telangana-500055

9553838722

Dear **Sandhya Vaddicherla Yadav,**

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

Job Profile - Application Development Associate

Management Level - 12

Job Family Group - Software Engineering

Please refer to:

• Annexure I for the compensation and benefits details.

• Annexure II for documentation to be submitted by you.

• Annexure III Terms of Employment

• Annexure IV-Declaration

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

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information provided by you at the registration stage and a declaration concerning your agreement with the eligibility criteria. You understand and acknowledge that your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You shall continue to meet the eligibility criteria up till and on the date of joining Accenture (if applicable) and agree that Accenture has the right to revoke the offer of employment,in case of failure of verification, or if you are not meeting the eligibility criteria or in case of any misrepresentation at your end.

Your onboarding date will be intimated to you over a separate e-mail by Accenture onboarding team few weeks prior to your actual onboarding date. You will receive an email from Onboarding.doc.ase@accenture.com. You are expected to confirm to the same by responding to our email and share your acceptance to join us on the stipulated date.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. To operate offices at full capacity, there is a growing mandate from government authorities to have all employees vaccinated against COVID-19. Considering this, we expect all our employees to be vaccinated. Therefore, you should ensure to take both doses of the COVID-19 vaccine before onboarding, unless your second dose is due post onboarding, and in that circumstance the second dose should be taken within the government prescribed timelines.

Please note that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

Fundamental Skill Primers Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes an online learning module - Fundamental Skill Primers. This document further enhances and details of the learning opportunities and terms of training / assessments that were previously mentioned in your Letter of Intent.

- The learning module of this program is typically made available to you to give you a reasonable time to learn at your pace and comfort.
- After completing the Fundamental Skill Primer Learning, you will need to go through the Fundamental Skill Primer assessment.

Upon joining the Company further Stream training program(s) will be conducted for a specific duration on the specific skill set assigned to you. Periodic assessments will be conducted throughout this training program which you are expected to clear. Each of such assessments including Primer assessment will add towards your final score. A min. of 60% will need to be scored for successful clearance. If you are unable to score 60% in the first attempt, you will have up to two additional attempts and will be required to score minimum 60% marks to clear the stream learning assessments.

Your employment with Accenture is subject to your successful completion of the Stream training program and assessments as mentioned above. If you are unable to clear the Stream training assessments in the given 3 attempts successfully, your services with the Company shall be terminated as per Clause 10 outlined in the Terms of Employment.

By completing 100% of Fundamental Skill Primer online modules before the Fundamental Skill primer assessment and scoring 75% or above in the Fundamental Skill Primer assessment, a potential new joiner will be eligible for a learning Incentive of INR 10,000.

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

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

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

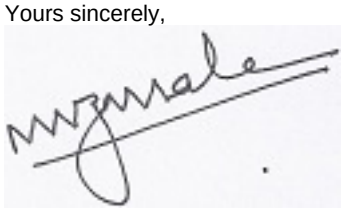
After accepting this Offer, we encourage you visit Countdown to the Company-

(http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx). This online, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of Company history-as well as tips on how to develop yourself (and your career) in the future.

In case you have a query, please raise them on *https://indiacampus.accenture.com/myzone/accenture/auth/login*

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

Yours sincerely,



Mahesh Vasudeo Zurale
Senior Managing Director
Lead, Advanced Technology Centers, India

ACKNOWLEDGED AND AGREED

_____

Sandhya Vaddicherla Yadav

ANNEXURE I

COMPENSATION & BENEFITS

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

Total Cash Compensation Elements	
	Annual (INR)
(A) Annual Fixed Compensation	3,00,000/-
(B) Local Variable Bonus (LVB) earning potential (at maximum 8.5%)	25,500/-
Maximum Annual Total earning potential(A+B)	3,25,500/-
(C)# Additional Notional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	INR 5,000/-
Notional Insurance Premium paid by Company	INR 11,300/-
Annual Total Earning Potential + Additional Notional Benefits (A+B+C)	INR 325500/-

(D)##Additional Discretionary Reimbursements Annual Internet reimbursement	INR 12,000/- (capped at INR 1,000/- per month)

(E)Optional opportunity to participate in the Employee Share Purchase Plan Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	INR 4,500/- [discount opportunity with an optional investment of 10% of gross pay and no change in share price]

(A) Annual Fixed Compensation

Your annual fixed compensation is INR 3,00,000. This includes allowances structured in accordance with the Company compensation guidelines and applicable statutory norms.Please note the annual fixed compensation includes employer's contribution to Provident Fund, as applicable.

TDS is deducted as applicable from your Income.

(B) Local Variable Bonus (LVB)

As part of your annual total cash compensation, you will be eligible to participate in the FY22 Local Variable Bonus program (LVB). Your indicative pay-out can range from 0% to 8.5% of the prorated fixed pay in the Fiscal year, subject to the overall terms and conditions of the LVB, including but not limited to your individual performance achievements and the Company's performance. In addition to these two components, your LVB is also linked to your Individual Utilization. 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 LVB program guidelines The LVB will be paid out subject to you being on the roles of the Company on the date of disbursement of these pay outs and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

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

Benefits applicable for current Company financial year:

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000/-	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 7,05,000/- (If you contribute towards Employee Provident Fund)	Company

1.Medical:

a) Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR 5,00,000 under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to

review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2.Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3.Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of Gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit.

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at anytime at company's discretion.

##(D) Reimbursements would be approved as per the policies' terms & conditions. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5.You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

a) Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6.Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

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

- One time relocation allowance subject to a maximum of INR 2500.00/- on submission of actual supporting as per policy.
- Transport facility, as per Company guidelines, can be availed at no cost.

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

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

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

GST Clause:

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

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

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE II

Mandatory documentation at the time of onboarding:

1.Two copies of your recent passport size photographs.

2.Original marksheet of all semester (PG/UG).

3.Original provisional degree certificate or convocation degree certificate.

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

5.Copy of Degree/PG/Diploma (as applicable) certificates.

6.Passport copy, if available (if not please apply immediately).

7.Pan Card

8. Copy of Aadhaar Card- We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others.

Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhaar details and seeding Aadhaar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

ANNEXURE IV - DECLARATION

I hereby represent and warrant that as of my effective start date of employment with the Company, I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-à-vis any current/previous employer and any other employment or contractor relationships

I hereby represent and warrant that I have not, during the course of any current/previous employment and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into Accenture premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to Accenture, including any such documents or materials from my previous employer. To the extent I feel that my employment at Accenture would require me to bring any third party documents or materials to Accenture I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from Accenture. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle Accenture to terminate my services with immediate effect. check

ACKNOWLEDGED AND AGREED:

_____

Sandhya Vaddicherla Yadav

Date:

Disclaimer

"This document and any attachments to it (in part or in whole the "Communication") are confidential, may constitute inside information and are for the use only of the addressee. The Communication is the property of Accenture and its affiliates and may contain copyright material or intellectual property of Accenture and/or any of its related entities or of third parties. If you are not the intended recipient of the Communication or have received the Communication in error, please notify the sender or Accenture immediately, return the Communication (in entirety) and delete the Communication (in entirety and copies included) from your records and systems. Unauthorized use, disclosure or copying of this Communication or any part thereof is strictly prohibited and may be unlawful. Any views expressed in the Communication are those of the individual sender only, unless expressly stated to be those of Accenture and its affiliates. Accenture does not guarantee the integrity of the Communication, or that it is free from errors, viruses or interference."

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Compt Science & IT
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Name	Vattipally Yashashwini
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details

Salary Components	Average Monthly	Annual
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
Gratuity		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus:** Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance:** An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR 4000

[5] **Insurance Coverage:**
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

Copart India Private Limited
PSR Prime Towers 5th Floor,
Survey No 126P, Adjacent to DLF Cyber City,
Gachibowli, Hyderabad, Telangana 500032

PRIVATE AND CONFIDENTIAL

OFFER LETTER

June 15th, 2022

SENT VIA EMAIL TO**: Divyansh Namdeo**
Email: divyanshnamdeo@gmail.com
Mobile No: +91- 6301079019

Dear **Mr. Divyansh Namdeo,**

Congratulations!!! Thank you for your interest in Copart India Technology Center (CITC) in Hyderabad.

We are pleased to offer you the position of an **'Intern'** in Copart India Pvt. Ltd. Your work location will be CITC, Hyderabad. Your offer with Copart India Technology Centre (CITC) is for a period of 6 months, with the following terms and conditions:

1. The date of commencement of assignment will be **June 20th, 2022**.
2. The details of the assignment to be carried out will be conveyed to you, from time to time. However, you will be required to work exclusively for Copart India Technology Centre (CITC).
3. You will devote your energy, knowledge, and expertise for discharging assignments given to you.
4. During your internship, we will be pleased to pay you an internship allowance of Rs. **18,000** (Rupees Eighteen Thousand only) per month (Subject to deduction of tax at source as applicable).
5. At no time, you shall divulge our trade secrets or business information to any outsider.
6. This arrangement is liable to be terminated by either side, at any time, by giving seven days' prior notice in writing without assigning any reason whatsoever and no compensation in lieu thereof shall be payable.

After completion of 3 month's period, you will be assessed and accordingly your internship will be extended for next 3 months, at the end of 6th month you will be reviewed by the Reporting Manager for final selection. If selected, you would be given a Fulltime Position with Copart India Technology Centre.

Please confirm your acceptance of our employment offer by **June 16th, 2022**. Look forward to you being a part of Copart India Pvt. Ltd.

Chetan Pillay **Divyansh Namdeo,**



HR Manager- HR & Admin,

Copart India Pvt. Ltd.

Hyderabad, India. Position Accepted

List of onboarding documents

S. No.	Document
1.	**Age Proof (any of the below)** Birth Certificate / Passport / Class X Mark Sheet mentioning DOB / PAN Card / Baptism Certificate.
2.	**Identity Proof (any of the below)** Passport / PAN Card / Aadhaar Card / Voters ID Card / Driving Licer Photo Ration Card.
3.	**Address Proof (any of the below)** Passport / Photo Ration Card / Voters ID / Driving License / Electricity / Water / Telephone Bill (last 3 months) / Current address proof (if different from permanent address) Self declaration on stamp paper.
4.	**PAN Card Copy** (If not available, apply and submit on or before joining day).
5.	**Aadhaar Card Copy** (If not available, apply and submit on priority).
6.	**Highest Educational Qualification (any of the below combinations)** Degree Certificate + Final Year Mark sheet / All semester mark sheets / Consolidated mark sheet + provisional certificate.
7.	**2nd Highest Educational Qualification (any of the below combinations)** Degree Certificate + All Semester/Year mark sheets / Consolidated mark sheet.
8.	**2 Color Passport size with White background (***US Visa Format Photos***)**, below are the mandatory requirements: 1. Should have date mentioned in the bottom – (not less than one week of the Joining date.) Submit soft copy of the photo in JPEG version.
9.	**Profile**

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Mr. Gollapudi Sohan Bharadwaj
33-98 Flat No.4 Gks Emani Residency ,Officers Colony,Rk Puram, Sainikpuri,
Hyderabad, 500056
India

Subject: Offer of Employment

Dear Gollapudi Sohan Bharadwaj:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Gollapudi Sohan, 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:
Chandra Shekar Hegganur Shivaramu
9829590F92534C1...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Gollapudi Sohan**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
657966A4A6A34D8...

_____ Oct 31, 2022 _____
Signature Date

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Annexure A

Mr. Gollapudi Sohan Bharadwaj **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Gollapudi Sohan Bharadwaj **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
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Gollapudi Sohan Bharadwaj

Signature

Name

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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

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Oct 31, 2022

Signature Date

Gollapudi Sohan Bharadwaj

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

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Signature	Name	Date
	Gollapudi Sohan Bharadwaj	Oct 31, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:
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Signature	Gollapudi Sohan Bharadwaj	Oct 31, 2022
	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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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.

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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

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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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

DocuSigned by:
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Signature

Gollapudi Sohan Bharadwaj

Name

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Deloitte.

Oct 31, 2022

Mr. Gollapudi Sohan Bharadwaj

33-98 Flat No.4 Gks Emani Residency ,Officers Colony,Rk Puram, Sainikpuri,

Hyderabad, 500056

India

Training Agreement

Dear Gollapudi Sohan:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
Chandra Shekar Hegganur Shivaramu
9829590F92534C1...

By: _____
Signature

Authorized Signatory

February 5, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Mamindla .,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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,**



Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" ('PRP') that prepares you to participate in projects at the Company as part of this learning program. This robust academic program will also enable you to obtain **M-Tech degree from one of the premier engineering Institution / University** upon successful completion of the course.

2. DURATION:

The duration of your academic program will be for a period of 48 months from the date of enrolment to the academic

program. You will be enrolled into the academic program within 12 months from date of joining. Unless the Company extends the period of your study in writing, which is done solely at the discretion of the Company, your enrolment would automatically terminate at the end of the stated 48 months.

In case the Company extends the academic period (in writing) you will continue to be enrolled as a Scholar Trainee – Work Integrated Learning Program with WILP.

3. Appointment details:

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.

4. Scholarship/Stipend and Benefits

During your period of enrolment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with life & accidental insurance that would include a cover for you, the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below.

i. A Group Personal Accident Insurance (GPAI) coverage of **Rs.12,00,000/-.** You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.

ii. Group Life Insurance coverage of **Rs.14, 00,000/-.** This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can 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, you are also eligible for medical insurance cover towards hospitalization.

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 scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renawal timelines.

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.

The below table lists down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (Rs. Per Month)
First year	**15000**	**488**	**15,488/- (*)**
Second year	**17000**	**553**	**17,553/- (*)**
Third year	**19000**	**618**	**19,618/- (*)**
Fourth year	**23000**	**0**	**23,000/- (*)**

(*) You shall be responsible for payment of all statutory contributions, taxes, dues and levies as may be required under the relevant laws including contributions under Employees' State Insurance Corporation Act (**at 0.75% 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.

Your fourth-year scholarship will continue until completion of your M-Tech program. Your enrolment into the MTech academic program within 12 months from date of joining.

You shall be eligible to receive a onetime "joining bonus" of Rs.75,000 after you join Wipro along with your first month

salary. All applicable taxes on the payment of this amount will be borne by you. Please note in the event you leave the organization within 12 months from the date of joining, payment processed under Joining bonus shall be recovered from the employee at the time of exit.

The enhancement of the scholarship at the end of each academic year of study will be at the discretion of the Company and 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 Company, and is subject to satisfactory academic performance and other requirements as prescribed in the WILP portal.

In case your project performance at any stage is not found to be at par with the requirement of WILP, then you would be placed on performance improvement program (PIP). If you fail to successfully complete the PIP, the Company may at its sole discretion discontinue your enrolment in the WILP program.

Book Allowance:

A Book Allowance of Rs.1,250/- will be provided to you per semester. This allowance will be given 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 during the course of each semester. The allowance will be subject to tax. Book allowance is applicable and paid only when you are 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

5. Training Agreement:

i. This letter of enrolment is subject to the execution of a training agreement in the prescribed proforma with Wipro Limited, Sarjapur Road, Doddakannelli, Bengaluru-560035 on or before joining the program (“Training Agreement”).

ii. This Training agreement shall be for a total period of 60 Months where you will be mentored for developing your skills and knowledge. This included technical training, in various formats, both online and offline and practical experience in various projects. The Company invests on your behalf for the cost of these trainings. Should you discontinue the WILP program or your enrolment with WILP is cancelled for any reason whatsoever before the completion of 60 months from the date of joining, the training expenses of Rs.75,000/-(Rupees Seventy five thousand only) will have to be paid by you as detailed in the Training Agreement.

6. PROJECT READINESS PROGRAM (PRP)

Upon enrolment, you will have to undergo a Project Readiness Program (PRP) to prepare you to participate in projects. This is offered by Wipro’s - Talent Transformation Department to all campus and off-campus selects. 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 WILP.

7. Regulations of Academic study:

i. You will be enrolled for M-Tech program with a renowned institution (“University”) that collaborates with Wipro for WILP.

ii. Course specialization includes but is not limited to Software Systems, Software Engineering, Information Technology, Computing Systems and Infrastructure Management, Data Analytics, IoT, Cloud, Digital & Cyber security, Embedded Systems.

iii. Your specialization and enrolment would be decided based on prevailing business requirements and decision of the Company is final and binding.

iv. You will not be able to change Specialization track after enrolment.

v. Overall program duration is 4 years from date of enrolment of academic program.

vi. As per the program structure, a WILP Scholar trainee will register and pursue 4 to 6 courses per semester over 7 semesters.

vii. You will be required to submit a project work / dissertation in your final semester (8th semester of your program). This will enable you to advance your professional capabilities by applying concepts and techniques in projects.

viii. Each course has multiple evaluation components. This includes an assignment component, quiz, mid-semester examination and comprehension examination. All evaluation components are mandatory for securing a pass grade in a course as prescribed by the partnering institution.

ix. Contact classes are organized as per the handout and calendar prepared and shared by the University at the beginning of each semester. In the normal course, one session of 2 hours duration per course per contact class is organized.

x. You will be called upon to undergo studies during the hours and days as may be fixed by the Company from time to time. Normally, the study hours would be from 9:00am to 6:00pm

xi. The faculty will take attendance/circulate attendance sheets for every session. It is your responsibility to ensure that your attendances are recorded properly.

xii. WILP Scholar trainees are expected to be on time for every session. Punctuality is non-negotiable and the faculty reserves the right to deny entry and attendance to late comers.

xiii. Attending 75% of contact session is mandatory for each course to appear for examinations.

xiv. Not attending classes for reasons like medical/on the job training /late coming/personal problems and other similar reasons would be treated as absenteeism.

xv. Scholar trainees who fail to meet the minimum attendance criteria will not qualify for comprehension exams for any of the registered courses in that semester.

xvi. For any reason, you are not able to meet the minimum attendance criteria or not complete the mandatory assignments / quiz / examinations in any semester, you are required to repeat the same semester as and when the next batch is organized. In such cases, rules and regulations governing academic programs at that time would be applicable. In addition, additional semesters fees are to be borne by you as prescribed by the University.

xvii. At the end of each semester, the performance of each Scholar Trainee in a course, is specified as a letter grade which is obtained through a Relative Grading procedure

xviii. Any Scholar trainee securing 3 or more cumulative fail grade at any point in time will be expelled from WILP Program.

xix. The 8th semester of study is fully devoted for dissertation / project work

xx. If a Scholar trainee’s CGPA is less than 5.5, the Scholar trainee will not be permitted to register for the dissertation. He/she has to re-appear for exams and secure a CGPA of 5.5 before taking up the dissertation. Also, a Scholar trainee with an E grade in any course will not be permitted to register for the Dissertation

xxi. Project / Dissertation work has to be carried out by each individual separately. Teamwork is not permitted.

xxii. The dissertation has to be completed strictly as per the guidelines that are outlined by collaborating institution.

xxiii. WILP Scholar trainees are expected to maintain decorum and discipline in line with Wipro's professional work culture and environment.

xxiv. In cases where a Scholar trainee deviates from the expected behaviour as prescribed by the WILP and partnering institution from time to time , strict action will be taken and the decision of the WILP Team / faculty /, University would be final and binding.

xxv. Breach of integrity will be dealt with sternly. Such Scholar trainees will be asked to discontinue their studies and also expelled from WILP program.

xxvi. 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.

xxvii. All Scholar trainees of the WILP will be given testimonials at the end of the successful completion of the M-Tech degree program. The testimonial contains the timeline in the WILP and the kind of project works carried during this opportunity.

Mode of contact session, examination pattern and other academic program norms are subject to change based on the prevailing situation / University norms declared from time to time. Decision of the University would be final and binding.

8. Conflict of Interest:

i. During your enrolment period with the WILP, you will focus exclusively on the requirements of the program. In addition to your study and academic requirements, 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 Head / Manager of WILP Academy

ii. 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.

iii. 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 WILP (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:

   a. Any student/scholar trainee of the WILP to abandon /withdraw their enrolment with the program or to accept enrolment and/or employment with any competitor, supplier or any customer with whom you have a connection.

   b. Any employee of Wipro to terminate their employment with Wipro or to accept employment with any competitor, supplier or any customer with whom you have a connection.

   c. Any customer or vendor of Wipro to move their existing business with Wipro to a third party or to terminate their business relationship with Wipro.

   d. Any existing employee and/or student of WILP to become associated with, or perform services of any type for any third party.

iv. In case of any conflict or doubt, please discuss the matter with Head / Manager of WILP, to understand Wipro's position on this and resolve the conflict.

9. Obligation and Responsibilities:

i. During the study period you will be governed by the WILP regulations and instructions as may be modified, from time to time, in relation to conduct, discipline and other matters.

ii. During your study as part of WILP, Company expects you to undergo study in the area in which you are placed, with a high standard of initiative and efficiency. This is critical and Company has zero tolerance towards any deviations.

iii. You would not be allowed to seek membership of any local or public body without the written approval from the Head / Manager of WILP.

iv. 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 WILP or otherwise.

v. You are bound by all regulations, instructions and policies of the WILP and Wipro. These are updated / modified on a periodic basis and new policies may be introduced and notified to Scholar trainees from time to time and you will be bound to comply with the same.

vi. 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 WILP/Wipro and in the course of your association with WILP. This covenant shall endure during your association and beyond the cessation of your association with WILP (irrespective of the circumstances of, or the reasons for, the cessation).

vii. In connection with your association with Wipro as part of the WILP 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 WILP / Wipro, such developments will be fully communicated to the WILP 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.

10. Confidentiality:

i. 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).

ii. 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.

11. 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.

12. 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.

13. Misconduct:

i. In case you are charged with any misconduct or disciplinary issue during your study period, your enrolment with WILP may be temporarily placed on suspension without payment of scholarship amount, for such period as Wipro may deem fit. If the charges against you are proved to be true, your enrolment may be immediately cancelled , without any notice or payment of scholarship in lieu of notice not withstanding any clause of this letter of enrolment. It is clarified that this clause is without prejudice to Wipro’s rights to enforce the Training Agreement duly signed by you even after cancellation of your enrolment for whatever reasons as the case may be.

ii. Notwithstanding the condition regarding written notice of termination and without prejudice to Wipro’s right to enforce the Training agreement, Wipro shall have the right to terminate your academic study without any notice or payment of scholarship in lieu thereof, if any declaration given or information furnished by you to WILP/ Wipro is found to be false or if you are found to have willfully suppressed any material information.

Please note that at any stage, whether during your selection process or upon enrolment with the WILP, if it is brought to our notice that you have indulged in malpractices or used illegal means to clear your online assessment, Wipro shall withdraw or revoke the enrolment and cancel the same with immediate effect and we reserve our rights to take suitable action against you as we may deem fit.

14. Cancellation of Enrolment:

Notwithstanding any of the clauses of this letter of enrolment, Company reserves the right at its sole discretion to cancel 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.

15. Study Hours:

i. As a Scholar Trainee – Work Integrated Learning Program, you will be called upon to undergo studies during the hours and days as may be fixed by WILP from time to time as per the University requirements.

ii. Normally, your “Project work” would be from 8:30am to 6:00pm from Monday to Friday. There shall be a 45 minutes lunch interval.

iii. You would be assigned to any of the locations and any project work as part of your WILP as may be decided by the Company.

iv. 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 organizing team of the WILP.

v. The university will plan contact classes in multiple format to suit the project work situations and university guidelines such as contact classes in ILT (instructor Led training) and / or VILT (virtual Instructor Led Training and Self-Directed / Recorded lecture sessions.

16. General:

i. This letter of enrolment is subject to the condition that you have not provided us with any false declaration or wilfully suppressed any material information. If you have, you will be liable for cancellation of enrolment from the WILP without any prior notice.

ii. The terms of this letter of enrolment 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.

iii. These enrolment terms supersede and replace any existing agreement or understanding, if any, between Wipro and you relating to the same subject matter.

iv. 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.

v. During the period of enrolment you are required to comply with all policies of WILP and Wipro. These policies are updated / modified on a periodic basis and new policies may be introduced and notified to the Scholar Trainees from time to time. You agree to comply with all policies as modified from time to time.

17. On Completion/Cancellation of Academic Program:

i. On Completion of the academic program or cancellation of your enrolment , as the case may be, 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.

ii. You are not eligible to receive testimonial 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.

iii. Wipro reserves the right to offer employment at its sole discretion to a Scholar trainee on successful and satisfactory completion of the academic study.

18. Acceptance of Enrolment Letter:

Upon accepting 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 of joining WILP program.

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 submit the same on the date of joining.

Yours sincerely,

For **Wipro Limited,**



Aparna Shailen
General Manager - Human Resources

I have read, understood and agree to accept the enrolment on the terms and conditions herein.

I shall be present for the induction session on

ANNEXURE I

CONFIRMATION ON SHARING PERSONAL INFORMATION (AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000)

I Mamindla ., 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."

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.

ANNEXURE – III

INITIAL INDUCTION PROGRAM

The Talent Transformation team at Wipro groom's 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 Trainees comfortable in a corporate environment. This program starts with a corporate induction.

"EMERGE" 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.

ANNEXURE – IV

POST CONVERSION DETAILS

Post successful completion of your course and conversion to full time employment, you will be part of the Campus

Program which has a special bonus and aided career path. Please find below the compensation and bonus plan as part of the program which will be effective from your joining date with Wipro as a full time employee.

Your compensation post successful completion of your course and joining as a full time employee will be Rs.6,00,000 per annum. In addition to the mentioned salary, you will be eligible for a special bonus in the first three years. This bonus is performance based and will be merged (added) to your salary after 12 months from the date of payout. The bonus will be paid as per the details below and will be subject to applicable payroll taxes and withholdings:

Year	Bonus
End of Year 1	1,00,000 – 1,50,000
End of Year 2	1,00,000 – 1,50,000
End of Year 3	1,00,000 – 1,50,000

Please note the terms and conditions:

1. The special bonus is subject to

- you being "active" in the services of the company through to retention date as applicable
- your employment has not been terminated for poor performance or for cause prior to retention date
- you have not resigned voluntarily or abandoned your job as of the retention date

2. Please note that this is subject to you meeting satisfactory performance levels. If the performance criteria is not fulfilled, you will not be eligible to receive the bonus. The same is understood and accepted by you.

3. The gross bonus amount paid will be recovered in case you leave the organization before 24 months of bonus payout. This will be applicable to all 3 tranches of bonus payouts

4. In the event of your deputation to a location outside your base location, at the time of bonus processing, you will be eligible to receive the bonus amount in applicable local currency in accordance with applicable exchange rate, as per company policy

5. The management team reserves the right to make changes to the program at any time during the year. In the event of an exceptional circumstance the management team’s decision on the payout would be final and binding.

6. You shall keep the contents of this letter confidential

Note: The above shall be applicable on successful completion of your course and will be effective from your joining date with Wipro as a full time employee.

ANNEXURE – V

I have read and understood the terms of my enrolment letter. I agree and acknowledge that I am a Student/Scholar trainee with Wipro’s WILP. I further undertake that I shall not represent to any person within Wipro or any other third party that I am an employee of Wipro Ltd and I fully understand that such false representation shall entail severe disciplinary action including immediate cancellation of my enrolment.

Travel, Accommodation, Food & Other Miscellaneous Expenses

Travel

i. You would be entitled for Rs. 1500 from the date of appointment as a lump sum amount that will be credited with your first month stipend. You may utilize this amount towards Travel and you would not need to submit bills towards usage of this amount.

ii. There is no provision for reimbursement/allowance towards any expenses incurred in lieu of attending training or classes at different locations in the same city.

Accommodation, Food & other Miscellaneous Expenses

i. 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 that will be credited with your first month stipend and you would not need to submit bills towards usage of this amount.

ii. 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:

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.

iii. Any location change after reporting to posting location will be treated as relocation/transfer and will be covered under the Transfer policy for Team Rainbow. For details you can refer the policy at myWipro-> My Policies -> India->My Travel>Transfer Policy-Team Rainbow.

iv. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Please note in the event that the employee leaves the organization within 6 months from the date of joining, all payments processed under Joining & Relocation Entitlements shall be recovered from the employee at the time of exit.

☑ Accept ☐ Decline

☑ **Signature** Mamindla . 5/2/2022 4:51 PM

(checking the checkbox above is equivalent to a handwritten signature)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T :+91 (80) 2844 0011
F :+91 (80) 2844 0054
E :info@wipro.com
W :wipro.com
C :L32102KA1945PLC020800

23380553

8:09



Congratulations!
Letter of Intent to Hire

Greetings from Deloitte!

On behalf of Deloitte Consulting India Private Limited (the "Employer" or "Company"), we are pleased to confirm our letter of intent to hire you.

We extend this letter of intent, 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.

As an acknowledgement of your acceptance of this letter of intent, please click here and share your acceptance (accept/decline) and provide us with a few details. Kindly do get back to us within three business days (May 9, 2022) of receipt of this mail, after which period this offer shall lapse automatically.

A detailed offer letter describing the terms of your employment and related contingencies will follow **post your acceptance of this letter of intent**.

During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timings, at designated work-space and

12 Apr 2022

To

M Lokesh,
Hyderabad.

OFFER LETTER

Dear **Lokesh,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

APPX 'A': DETAILS OF SALARY & OTHER ALLOWANCES

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

1. Name : **M Lokesh**
2. Designation : Associate Engineer
3. Grade : L0
4. Location : Hyderabad

Monthly Earnings	Amount in Rs	Yearly Earnings	Amount in Rs
Basic	9680	Basic	116160
HRA	6050	HRA	72600
LTA	0	LTA	0
Special Allowance	8470	Special Allowance	101640
A. Fixed Salary	**24200**	**A. Fixed Salary**	**290400**
B. Performance Linked Pay	**3300**	**B. Performance Linked Pay**	**39600**
C. Employer Provident Fund	**0**	**C. Employer Provident Fund**	**0**
Total CTC (A+B+C)	**27500**	**Total CTC (A+B+C)**	**330000**

Other Perks	Limit (p.a)	Coverage
Medical Insurance Coverage	300000	Employee, Spouse and 2 Children
Life Term Insurance	500000	
Accidental Insurance	500000	

Note: Performance linked pay will be released on proportional to your performance ratings.

TDS will be deducted according to the income tax norms

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

P Rajani Reddy
Authorized Signatory

1117190130 53
BSc
Computer Sys & Engg.
21-22.

ENERGYTECH GLOBAL PVT LTD
Module No.404, 4th Floor, EMDBP Building,
NSIC Marketing-cum-Business Park,
Kushaiguda, Hyderabad, TG 500062 IN

Dear Uday,

Subsequent to our discussions, we are delighted to extend this offer of employment for the position of **Junior System Administrator** in EnergyTech Global on the following terms:

Date of Joining	The appointment will commence from **12th September 2022(Tentatively)**
Probation Period	You will be on probation for **three** months from the date of joining
Compensation	Your gross compensation will be INR **3,25,000** (Rupees Three Lakhs Twenty-Five Thousand rupees only) per year. It includes standard benefits and flexible benefits. Details of compensation, benefits, and other terms of employment will be provided in a separate employment contract.
Place of Posting	You will be posted in Hyderabad. However, the job may require you to go anywhere in India or abroad as per the requirements of the organization from time to time
Internship	You will be given an internship opportunity at EnergyTech Global from the **6th of June 2022,** and you are expected to work a minimum of 30 hours a week. During this period, you will not receive a salary, wages, or other compensation. However, EnergyTech will provide a nominal stipend of **INR 15,000** (Rupees fifteen thousand only) per month. As an intern, you will be entitled to our employee benefits such as staff breakfast and lunch. Your internship is expected to end on **9th Sep 2022(Tentatively).** During your internship, you may have access to trade secrets and confidential business information belonging to EnergyTech Global and its associated companies. By accepting this offer of employment, you acknowledge that you must keep all this information strictly confidential and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. By accepting this offer, you agree that you will observe all policies and practices governing the conduct of our business and employees at EnergyTech Global throughout your internship.

You shall abide by the policies and rules made and modified by the organization from time to time. Kindly sign and return a copy of the letter as a token of your acceptance of the appointment.

We welcome you to EnergyTech Global Pvt. Ltd. and wish you success in your new career.
With best wishes,

For ENERGYTECH GLOBAL PRIVATE LIMITED.

Niketa Chadha
Senior HR Manager
Place: Hyderabad
Date: 06-04- 2022

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Mr. Sumeet Kumar Pandey
56-243/1, Vajpayee Nagar, Near Saibaba Temple(Lingamshetty Apartments), Chintal, Qutubullapur(M), Hyderabad, 500055
India

Subject: Offer of Employment

Dear Sumeet Kumar Pandey:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Sumeet Kumar, 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,

By: DocuSigned by: Chandra Shekar Heggannur Shivaramu E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **Sumeet Kumar**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by: Sumeet CB832AFB782A450...
Signature

Nov 1, 2022
Date

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Annexure A

Mr. Sumeet Kumar Pandey **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Sumeet Kumar Pandey **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
Sumeet
CB832AFB782A450...

Sumeet Kumar Pandey

Signature

Name

DocuSign Envelope ID: 6B9AD4FD-1062-4B33-AA8D-859B0D1E35ED

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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
Sumeet
CB832AFB782A450...

Nov 1, 2022

Signature Date

Sumeet Kumar Pandey

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

DocuSigned by:
Sumeet
CB832AFB782A450...

Signature	Name	Date
	Sumeet Kumar Pandey	Nov 1, 2022

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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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:
Sumeet
CB832AFB782A450...

Signature	Name	Date
	Sumeet Kumar Pandey	Nov 1, 2022

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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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.

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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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Digitally Signed by:
Sumeet
CB832AFB782A450...

Sumeet Kumar Pandey

Signature

Name

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Deloitte.

Oct 31, 2022

Mr. Sumeet Kumar Pandey

56-243/1, Vajpayee Nagar, Near Saibaba Temple(Lingamshetty Apartments), Chintal, Qutubullapur(M),

Hyderabad, 500055

India

Training Agreement

Dear Sumeet Kumar:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

cognizant

Ref No: 23466782
18-Nov-2022

Thumma Joseph Reddy

Dear **Thumma Joseph**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 180,003**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **21-Nov-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")**,

Shibu Balakrishnan
AVP ?HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: T. Joseph Reddy. **Date:** 21/11/2022

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cognizant

Compensation and Benefits

Name: Thumma Joseph Reddy **Designation:** Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1114.285714	13,371
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	2412	28,944
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	374	4,488
	Annual Gross Compensation		**180,003**
	Annual Total Compensation		**180,003**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**199,503**

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

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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

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 18-Nov-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

Thumma Joseph Reddy, 20 (Age) 2-43, main Road, mattampally mandal, mattampalle, residing at Nalgonda, Telengana -508204 (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.

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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

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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

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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

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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

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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

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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 **Thumma Joseph Reddy**

Shibu Balakrishnan
AVP ?HR

I have read, understood and accept the above-mentioned terms.

Signature: T. Joseph Reddy **Date:** 21/11/2022

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Name	Venra Vignesh reddy
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
Gratuity		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

111719013064
BSc Computer Science & Engg. 21-22

mediamint

Name	Minerva Jha
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
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Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
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Guaranteed Out-Clause: 12 Months
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CIENCIA LIFE SCIENCES

Plot No. 64, Flat No. 202,
Sardarpatel Nagar, Nizampet X Roads,
Hyderabad, Telangana, India - 500085
www.ciencialifesciences.com

AISHWARIYA JENA
House Address: Flat no.303
Saanvi Heights Block-B Sri Sai
Colony, House no. 2-4-64/50
Macha Bolarum, Alwal

Dear AISHWARIYA JENA,

APPOINTMENT AS
We are pleased to offer you employment in the position of **Junior Research Assistant** (JRA) with effect from 11th **May 2022**. You will be reported directly to Directors of the Company. Apart from this your reporting requirement to specific employee/ consultant of the company will change based on assignment/ projects which will be communicated to you time to time.

This appointment is subject to the following terms and conditions: -

1. SALARY:-
Your starting **Gross Salary is INR 10,000 per month**. Any change in Salary will take place based on performance review post probation period.

2. PROBATION:-
You are required to serve a probationary period of six months from the date of appointment after which your service will be confirmed subject to satisfactory performance. The probationary period may be extended or shortened at the absolute discretion of the company. During the probationary period, the appointment may be terminated by either party giving one week notice in writing to the other party or on payment of two week salary in lieu of notice. During Probation period, you will not be entitled for any earned leave benefits.

3 .ONE YEAR EMPLOYMENT BOND AGREEMENT
The said **AISHWARIYA JENA** is hereby appointed as the Junior Research assistant of the company and she will hold the said office, subject to the provisions made hereinafter, for the term of One year from the date of this agreement. As a guarantee you are agreed to keep your all-original education certificates with the custody of **Ciencia Life sciences** from 11/05/2022 to 12/05/2023 on the terms and subject to the conditions hereinafter contained. If any case she wants to leave this company she has to pay 3 month of her salary.

The said Employee shall not resign her office of Junior Research Assistant till the end of this contract period.

If any misbehave company has write to remove with immediate effect.

4. DUTIES AND RESPONSIBILITIES:-

You are required to perform the duties and responsibilities related to your position at any division, department or section in the Company. You will be currently deployed at Hyderabad, Telangana. Company has right to shift to any other location/branch of the company based on business exigencies.

5. WORKING HOURS:-

You are required to work during regular office time of the company between 9.00 AM to 6.00 PM (9 Hours) during Monday to Saturday. In case of assignment at client's location, your office timing will be amended based on situation. Further you are required to work beyond regular office time in case of Business exigencies. The company reserves the right to change your working days and hours.

6. ANNUAL LEAVE/HOLIDAYS:-

Any planned day leave needs prior approval from reporting manager and HR Manager. You need to intimate your reporting manager and HR at least one week prior to your one day planned leave. All planned leave more than 1 day (but less than 5 days) needs to be communicated at least 15 days prior to leave. More than 5 days leave needs to be communicated for approval at least one month in advance. Annual casual leave entitlement is 7 Days apart from National Compulsory Holidays. (As observed by company).

7. TRANSFER/SECONDMENT:-

Company has right to second or transfer you to other company or you can be deployed at client place for specific assignment based on company's requirement.

8. MEDICAL:-

You state and confirm to company that you are medically fit for the Job. In case, it is revealed that you are not fit from Health point of view, company has right to terminate you from the services with 10 days' notice.

9. RULES, REGULATIONS & CONFIDENTIALITY:-

You shall at all times, devote your full attention and skill to the affairs of the company and will endeavor to your utmost ability to promote and advance the interests of the company.

Accordingly, you undertake that:

1. You will under no circumstances make available your services to any undertaking, or have any interest directly or indirectly in any other undertaking or activity which might interfere with the proper performance of your duties without first obtaining the written permission of the company;

2. You will not at any time during the continuance or after the termination of your services with the company irrespective of any reason for such termination, make use or disclose to any party either for your own benefit or for the benefit of any party (individual, firm, company, any trade or business), the affairs and confidential information of the company or any of its clients of which you have knowledge or become aware during the course of your service with the company;

3. You will obey and comply with all reasonable orders a
nd instructions given to you by the company or its authorized agents and observe all standing and other rules and/or regulations now in force or from time to time approved by the company.
i) If you are, in the opinion of the Company, guilty of dishonesty, misconduct or negligence in the performance of your duties;
ii) If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations;
iii) if you are found to have made illegal monetary profit or received any gratuities or other rewards, in cash or in kind, out of any of the Company's affairs or any of its subsidiaries or related companies."

10. TERMINATION

"After confirmation of your employment, notice of termination of employment will be two (2) months' notice in writing or two (1) month's salary in lieu of notice from either party. Notwithstanding the aforementioned, the company shall be entitled to terminate your employment without notice, indemnities and compensation in any of the following events:

i) If you are, in the opinion of the company, guilty of dishonesty, misconduct or negligence in the performance of your duties;
ii) If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations;
iii) if you are found to have made illegal monetary profit or received any gratuities or other rewards, in cash or in kind, out of any of the company's affairs or any of its subsidiaries or related companies."

Thank you.

Yours sincerely,
For **Ciencia life sciences**
Name: Dr.Sabitha.Y
Title: Director
Authorised Signatory

I have read and understood the terms and conditions stated in the appointment letter and hereby confirm my acceptance / rejection of the offer of appointment as

Name: AISHWARIYA JENA

Signature:

Date:

CIENCIA LIFE SCIENCES

Plot No. 64, Flat No. 202,
Sardarpatel Nagar, Nizampet X Roads,
Hyderabad, Telangana, India - 500085
www.ciencialifesciences.com

Annexure A

Cost To Company

Employee Code	C1-05
Name	AISHWARIYA JENA
Designation	Junior Research Assistant
DOJ	**11th May 2022**
Location/Branch	Hyderabad

Benefits (A)	**Monthly**	**Yearly (Rs)**
Basic	9000	9000
HRA	1000	1000
Conveyance Allowance	-	-
Total (A)	**10000**	**120000**

Above salary is before Deducting GST, Same will be deducted as per sec 192 of Income Tax Act, 1961

List of Certificates given:- (1) 10th Memo.
(2) Inter - Senior school certificate.

Signature.

Dr. Secretary

CIENCIA LIFE SCIENCES
HYDERABAD

CIENCIA LIFE SCIENCES
Plot No. 64, Flat No. 202,
Sardarpatel Nagar, Nizampet X Roads,
Hyderabad, Telangana, India - 500085
www.ciencialifesciences.com

EMPLOYMENT BOND OR CONTRACT CUM APPOINTMENT LETTER

THIS AGREEMENT is made on the 02-05-2022 between Ciencia Life Sciences Company registered under the Companies Act, 1956 and having s registered office at. No. Plot No. 64, Flat No. 202, Sardarpatel Nagar, Nizampet X Roads, Hyderabad, Telangana, India of the one part and AISHWARIYA JENA residing House Address: Flat no.303, Saanvi Heights Block-B Sri Sai Colony, House no. 2-4-64/50, Macha Bolarum, Alwal, Hyderabad Hereinafter called the "Employee" of the other part.

WHEREAS

The company is desirous of appointing AISHWARIYA JENA as its JRA and the Employee has agreed to on the terms and conditions outlined here below.

NOW THIS AGREEMENT WITNESSES AS FOLLOW:

1. The said AISHWARIYA JENA hereby appointed as the JRA of the company and he will hold the said office, subject to the provisions made hereinafter, for the term of One Year from the date of this agreement. As a guarantee you are agreed to keep your all-original education certificates with the custody of Ciencia Lifesciences

2. Your monthly salary package will be as per the Annexure A. Based on the periodic reviews your compensation package may differ as per the compensation Policy applicable to other employees of your category in respective department.

3. The Employee shall perform such duties and exercises such powers as may from time to time be assigned to or vested in him by the Board of Directors of the company.

4. The Employee shall, unless prevented by ill health or any unavoidable cause, during the continuance of the term of his office devote his whole time, attention and abilities to the business of the company.

5. He shall well and faithfully serve the company to the best of his abilities and shall make his utmost endeavors to promote interests of the company.

6. The said Employee shall not resign his office of Engineer Trainee –Database/operations till the end of this contract period.

7. The company may terminate this agreement at any time before the expiry of the stipulated term by giving one month´s notice in writing to him. The company can terminate your contract any time if you- • Commit any material or persistent breach of any of the provisions contained.

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

Signature

(AISHWARIYA JENA)

STRICTLY CONFIDENTIAL

Date: 11-Jul-2022

To:

ARPULA KIRANMAYI
EMP ID: 1044684
Hyderabad II

Dear ARPULA KIRANMAYI,

This is with reference to your offer letter dated **11-Jul-2022**. We are pleased to appoint you as **AR ASSOCIATE** in Grade **1A,** with effect from **11-Jul-2022.**
The offer is subject to the following terms and conditions.

1. Your appointment and continuance in service is subject to the Company receiving:
   a. A satisfactory reference from the list of referees furnished by you at the time of interview / joining.
   b. Correct particulars regarding your age, qualification, experience, etc.
2. You will be on Training cum Probation and will be confirmed on rolls upon satisfactory completion of the training and probation period, as **EXECUTIVE - AR**. The normal probation period is six months, but is liable for extension if the performance is not found satisfactory.
3. Your remuneration shall be as detailed in the annexure.
4. You shall be considered as being employed at **Hyderabad II,** your services are transferable at short notice to any office, division of this Company, you will be sent on deputation to any subsidiary company/holding/group company/sister concern of this Company in India and or abroad. In the event of your transfer/deputation, as the case may be, the terms and conditions of the employment outlined herein shall continue to apply along with any modifications thereof as may be applicable. However, you shall be required to adhere to the rules and regulations as prevalent at the new place of posting to which you are sent on deputation.
5. Your appointment will be governed by the terms and conditions of employment presented in this letter of appointment. You will also be governed by the rules of the Company as applicable, enforced, amended or altered from time to time during the course of employment. Any other terms, conditions, stipulations not specifically mentioned herein shall be governed by the HR manual and other policies and procedures of the Company as presently applicable and as may be amended from time to time.
6. You shall devote yourself exclusively to the business and no outside appointments are allowed without prior consent of the company in writing. In particular, you shall not in any way provide your services or accept any commission or remuneration from any other company, or individual.
7. Your service with the company can be terminated under the following conditions:
   a. On resignation, by giving a written notice of at least **30** days during probation / **60** days after confirmation or as a special case, Basic Salary in lieu to the Company.
   b. The right to decide whether to collect basic salary in lieu of employee not serving notice period is solely based on the discretion of management. Company also reserves the right to issue relieving letter in such cases.
   c. In case, not completing relieving formalities with-in 7 days of last working day after resignation, the same will be treated as Voluntary Abandonment of services.
   d. Without any notice in case of serious misconduct on your part.
   e. Voluntarily abandonment of your services in case you abstain from work for more than 7 days without prior intimation in writing to the company.
   f. Upon failure to complete the process training / assessment criteria to perform the given assignment.
8. The retirement age is 58.
9. You shall maintain utmost secrecy with regard to confidential and proprietary information relating to the company. This information includes and is not limited to trade secrets, technical

processes, finances, and dealings with information relating to suppliers, employees, agents, distributors and customers.

10. You shall not either during the continuance of your employment or thereafter divulge to any person and shall use your best endeavors to prevent the unauthorized publication or disclosure of any information concerning the business.
11. You shall not, during your employment and at all times thereafter directly or indirectly use or disclose confidential information except for the sole benefit of the Company. This restriction shall cease to apply when it may come into the public domain otherwise than through unauthorized disclosure by you or such information which you shall be obliged to disclose by law.
12. You shall not take copies of confidential documents or information for your own purposes and forth with upon termination, you shall return to the Company all documents, records and accounts in any form (including electronic, mechanical, photographic, and optic recording) relating to matters concerning the business or dealings or affairs of the Company.
13. You shall not during your employment and at all times thereafter do or say anything that may injure directly or indirectly damage the business of the Company
14. You shall maintain utmost confidentiality with regard to your compensation and benefits. You shall not discuss your compensation and benefits with anyone, but with Manager, you report to.
15. You should adhere to the organizational Quality and Security policies and procedures formulated and communicated from time to time.
16. You will have to sign Non-Disclosure Agreement and Code of Business Conduct and Ethics separately during the course of employment.
17. You will be required to execute a separate employment agreement in case you are sent abroad for any client specific training or an on-site assignment etc., during the course of your employment.
18. You will be required to execute a separate 'Service Bond' in case you take up any certification program through company, during the course of your employment.
19. Although your normal work will consist of the duties assigned to you from time to time, you may at any time be called upon to discharge any other duties which in the opinion of the Company are within your capacity to discharge and you will forthwith undertake to discharge those duties with diligence and care.
20. You shall be responsible to meet all requirements under the Indian Tax laws, including tax compliance and filing tax returns. The company may withhold from any compensation or benefits payable to you, all central, state or other taxes as may be required to be paid by you pursuant to any legislation, regulation or notification.
21. You shall not do anything or cause to do anything, which shall bring dishonor and /or disrepute to the Company or engage in any unlawful/immoral activities. If at any time you get involved into any legal/administrative/qusai-judicial proceeding(s) you shall immediately inform the company thereof. You shall not at any time use your association with the Company to gain unfair advantage for personal purposes.
22. **INTELLECTUAL PROPERTY :** All works developed by you during the course of your employment with the company, shall belong exclusively to the Company and you hereby assign the ownership of copyrights of such works and those of any others derivative works, to the Company. You will promptly provide to the Company a complete written disclosure for each such work identifying the features or concepts you or the Company believe to be new or different. You grant to the Company an irrevocable, nonexclusive, worldwide, perpetual, paid-up license under these works. The license scope is to make, have made, used, sell, license or transfer items of such Works and to practice and have practiced methods pertaining to such Works. You are specifically made aware that you will not be liable to any compensation for such acts of yours, and that any rewards which the company may choose to bestow will not be deemed to confer any rights towards that invention, discovery or improvement in system or method, for you.
23. **INDEMNITY :** You shall indemnify the Company against any loss, damage, proceedings which the Company might suffer due to any wrongful acts, malafides acts, negligence and/or gross

dereliction of duties on your part. Such indemnity shall not prejudice the right of the Company to terminate your services on such account or the right of the Company to seek other remedies, which the Company may have to make good the loss/damage.

24. **RELATIONSHIP WITH DIRECTORS :** You will declare your relationship, if any, with any of the Directors of the Company in terms of section 6 of The Companies Act, 2013. In case you become related to any of the Directors of the Company, you will inform the Company within 7 days of becoming so.

25. **LEAVE :** You will be entitled for availing leave and paid holidays as per the policy of the Company as presently applicable and as may be modified from time to time. However, even if there is sufficient leave balance to your credit, you cannot remain absent from duty/office [for the reason other than due to sickness or similar urgency which is beyond your control] without prior sanction from competent authority. Further, any such unauthorized absence continuously for more than the specified number of days as per policy will be treated as "Absconding/disappearing" in which case your services are liable to be terminated, at the option of the Company.

26. **NON-SOLICITATION** : You agree to undertake that during the term of your employment with the Company and for a period of 2 years thereafter immediately following the termination of your employment with the Company, you shall not:-

(a) Directly or indirectly solicit, induce, recruit or encourage any of the Company's employees to leave their employment, or join any other employment or undertake any other activity that is of similar nature so as to give any sort of competition to the business of the Company.

(b) Take away any clients or customers of the Company or attempt to solicit, induce, recruit, encourage or take away clients or customers of the Company, either for yourself or for any other person or entity.

(c) Join the services or be associated in any manner with any organization which is undertaking or seeks to undertake any activity in India, competing with the business of the Company.

You also acknowledge and agree that the above restriction are considered reasonable for the legitimate protection of the business and the goodwill of the Company, in the event that such restriction shall be found to be void, but will be valid if some part therefore was deleted or the scope, period or area of application were reduced. The above restriction shall apply with the deletion of such words or such reduction of scope, period or area of application as may be required to make the restrictions contained in this clause valid, binding and effective. Notwithstanding the limitation of this provision by any law for the time being in force, you undertake to, at all times, observe and be bound by the spirit of this clause. Any dispute arising out from this shall be resolved through arbitration process under the India
Arbitration and Conciliation Act. Arbitration language shall be in English only and place of Arbitration and jurisdiction of courts shall be Bengaluru city only.

27. I hereby accept and agree that my pictures, videos or voice recordings, taken during the employment for the official purposes, may be used and displayed on the Company website, TV channel, advertisements, brochures, catalogues, flyers, theatres, banners, hoardings, radios or any other medium for any events or activities organized by the Company for branding, advertisements, commercial, official or other purposes. I acknowledge that the Company will not be under the obligation to remove or delete pictures, videos or voice recordings from the social media after termination of my employment with the Company.

28. **FORCE MAJEURE:** In the event of either party being rendered unable by force majeure to perform any obligation required to be performed by them under this agreement, the relative obligation of the affected party by such force majeure shall be suspended for the period during which such cause lasts. The term "force majeure" as employed herein shall mean, acts of god, war, revolt, riot, fire, flood, pandemic, endemic occurrences and acts and regulations of the Government of India/respective State Government or any of its authorized agencies. Upon the occurrence of such cause and upon its termination the party alleging that it has been rendered unable as aforesaid thereby shall notify the other party in writing within 7 (seven) day of the

alleged beginning and ending thereof giving full particulars. If the work is suspended by force majeure conditions lasting for more than 15 days, the Company shall have the option of cancelling the employment in whole or in part thereof at its own discretion. For the period of force majeure, no remuneration shall be payable on account of no work being assigned or carried out by you for whatsoever reason.

29. **BACKGROUND VERIFICATION/ PAST RECORDS/ ASSURANCE AND UNDERTAKINGS:** we are offering you the employment in our Company as per the details mentioned in the appointment letter basing it on your assurance, undertaking and agreement that the education/qualification certificates, work experience certificates, previous employer's certificate, and all other certificates, information, declarations and undertakings are true and correct. However, our Company reserve its right to examine, verify and investigate [on our own or through our agent's/consultants team] the correctness, truth or veracity of the various documents submitted by you and all other information and undertakings. If any declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully or concealed any material information, in such cases company reserves right to take appropriate disciplinary action as deemed fit including removal from services without any notice.

30. **NOTICE :** Any notice or other communication to be served upon you as per terms and conditions of this appointment letter may be by sending letter in physical form or by way of email or other electronic modes of services and accordingly any mode of service is sufficient service of notice or any other communication upon you and no further confirmation of email or electronic communication is required.

31. **SEVERABILITY :** if any provision of this agreement shall be invalid or unenforceable by any court of competent jurisdiction, the remainder of this agreement, other than that portion determined to be invalid or unenforceable, shall be unaffected thereby and each valid provision of this agreement shall be enforced to the fullest extent permitted by law.

32. We take this opportunity to welcome you to the organization and look forward to having you on board as part of the team. Please acknowledge this letter by clicking on the link as a token of your acceptance to the terms and conditions mentioned.

Yours sincerely,

for **Omega Healthcare Management Services Private Limited**



Lalitha M Shetty
Associate Vice President - Human Resources

Annexure 1

Annexure to Appointment Letter - Salary & Benefits

NAME	ARPULA KIRANMAYI
Designation	AR ASSOCIATE

Salary Component	Amount - Monthly	Amount - Yearly
Basic	11,460.00	1,37,520.00
HRA	5,730.00	68,760.00
Special Allowance	664.00	7,968.00
Advance Statutory Bonus	1,146.00	13,752.00
Fixed Cash (Gross)	**19,000.00**	**2,28,000.00**
PF	1,455.00	17,460.00
ESIC	618.00	7,416.00
GTLI	100.00	1,200.00
Gratuity	551.00	6,612.00
Total Benefits	**2,724.00**	**32,688.00**
Total Fixed Cash + Benefits	**21,724.00**	**2,60,688.00**
Total Cost PA (CTC)		**2,60,688.00**

- Special Allowance (Flexible Benefit Plan) to cover Tax Saving Components. Refer Compensation Policy for Band wise eligibility.

Benefits (A) Statutory

- **Provident Fund -** Employer contribution at the Act
- **Gratuity -** As per the Gratuity Act.

Benefits (B) Welfare

- **Insurance**
  - Medical Insurance: You will be entitled to Medical Insurance coverage for self, spouse and two children as per your grade.
    - Band 1A to 3B – Upto 1,50,000 per annum
    - Band 3 C- Upto 2,50,000 per annum
    - Band 4 & Above- Upto 5,00,000 per annum
  - Personal Accident Coverage: You will be entitled to personal accident coverage as per the company policy.

- **Leave Entitlement** –
    - Casual cum Sick Leave – 12 days per annum
    - Privilege Leave – 12 days per annum

  Refer Leave Rules for eligibility to avail the same.
- **Transport**
    - Subsidized Transport pick-up and drop for those who work in the night shift.

Yours sincerely,

for **Omega Healthcare Management Services Private Limited**



Lalitha M Shetty
Associate Vice President - Human Resources

Omega Healthcare Management Services Private Limited
Regd. Office: 33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017.
P: +91 80 4155 7333
US Office: 2424, North Federal Highway, Suite #205, Boca Raton, Florida 33431.
E: mail2omega@omegahms.com
www.omegahms.com
CIN# U85110KA2003PTC032846

CONFIDENTIAL

04th April'2022

Ms.Ashely John
Shailaja Vinay Elite Apartment
Bandlaguda,Nagole.
Contact: +91- 9133771830

Dear Ashely

Sub: Offer of Employment

We are pleased to offer you the employment as **Trainee Subject Matter Expert**

Your annual remuneration will be **INR 3,00,000/- (Rupees Three Lakhs only)** per annum and the breakup of the same is attached in the **Annexure 1-A.**

.

You will be required to join us on or before **11th April'2022**.

The next annual salary review based on your performance will fall due in **April'2023** subject to the company policy from time to time

A detailed appointment letter indicating the terms and conditions of service will be issued to you after we complete the joining formalities & verification of your records. You are requested to produce this letter on your joining at the company.

Please furnish two references within two days of this offer.

Uma Mahesh Murty

Uma Mahesh Murty
Sr. Manager – HR

I agree to accept the offer on the Terms & Conditions mentioned in the above letter.

Signature:_____ Full Name_____ Date: _____

.

Annexure1–A

Ms. Ashely John

Trainee-Subject Matter Expert **DOJ: 11th April ’2022**

Basic	15,000
HRA	7,500
Special Allowance	700
PF	1,800
Gross Monthly Salary	25,000
Deductions	3,800
Net Monthly Salary	21,200

Deductions	
PF (Self)	1,800.00
PF (Company)	1,800.00
PT	200.00
Total	3,800.00

Agreed & Accepted

Signature:

Full Name:

Date:

Uma Mahesh Murty

Annexure1–B

1. Academic records (SSC, Intermediate, Graduation, Post-Graduation) along with mark sheets.
2. Testimonials, Certification and proof of training programs attended
3. Photocopies of your passport,
4. Photocopy of PAN Card, Voter Card and Driving License.
5. Form 16 / Salary Certificate disclosing particulars and latest Salary slip
6. Relieving, Experience, Appointment and Offer letters from your previous Employer / Employers
7. 5 color photographs (with Maroon / Red background)
8. Photocopies of Business card and current company I.D card

Uma Mahesh Murty

SANRAY®

It adds Value

Sanray Laboratories Pvt Ltd.
Plot No. 48 & 49, Sy No.302/3, 303/3,
Ec Extension, ECIL, Hyderabad - 500 062, T.S.
• CIN: U73200TG2016PTC109588

Date: 19th August 2022

Offer of Appointment

To,
Ms.Merlyn Jessica
Flat No:304
Suryaramam Apartments,
S.P.Nagar,Moulali,Hyderabad

Dear Ms.Merlyn Jessica

Welcome to the **SANRAY Laboratories Pvt Ltd**

With reference to your application and subsequent interview, we are pleased to offer you a position of **Trainee in Chemical Department for SANRAY Laboratories Pvt Ltd in Hyderabad.**

You will be joining on the following terms as stipulated herein:

1. *The terms & conditions of employment are as discussed and agreed upon.*
2. *A detailed role and responsibilities will be furnished to you separately on the day of joining.*
3. *You are required to join our establishment at* **Hyderabad** on or before **1st August 2022**
4. You will have to furnish following documents at the time of joining:
   a. Copy of educational certificates.(X to Highest qualification)
   b. Copy of Service certificate and Relieving letter from last employer.
   c. Last 3 months employment salary slip.
   d. TWO Proof of Identification (copy of Adhaar card, PAN.)
   e. Two Color photographs.s
   f. Blood group details.
5. You will be on a probation period of 6 months, beginning from the date of your joining. On the discretion of Management, this period can be reduced or extended subjective to your performance.
6. *Your duties will be governed by the rules and regulations of the company which will be elaborated in detail in the appointment letter*
7. *Please confirm your acceptance of this offer and date of joining within 24hrs over an email to hr@sanraylabs.com*
8. *If you fail to join your duties as above or if we do not receive confirmation of acceptance to this offer on duplicate copy of this letter within three days from the receipt of the same, this offer letter stand automatically cancelled and withdrawn.*
9. *For any clarifications please contact us through email to hr@sanraylabs.com*

Wish you all the best.

For Sanray Laboratories Private Limited

SANRAY LABORATORIES PVT. LTD. HYDERABAD

Authorized Signatory

Scanned with CamScanner

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Ref No: 22391202
12-Aug-2022

R Sanjana

Dear **R**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **19-Aug-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Banjara.

Date: 12/08/2022

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Compensation and Benefits

Name: R Sanjana **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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.

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 # 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

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 12-Aug-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;

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AND

R Sanjana, 20 (Age) ,residing at Hno 24, Gunrock, Lalbazar, Talmulgheery, sec-bad 500015 (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 **R Sanjana**

Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: Sanjana. **Date:** 12/08/2022

RATIONAL SERVICES (INDIA) LLP

PRIVATE & CONFIDENTIAL

Shereen
1-5-564/22/1/61, Sri sai nagar colony, jonnabanda,alwal.
Hyderabad
500010
India

23rd March 2022

Dear Shereen,

Conditional Offer of Employment

Rational Services (India) LLP ("**RSI LLP**") is delighted to offer you an opportunity for full time employment in the position of Customer Support Advisor on the following terms and conditions.

1. This offer of employment is conditional upon (i) receipt of satisfactory feedback from your previous employment references and background check; (ii) provision of all documentation which may be required including, but not limited to, proof of ID and education; (iii) you signing this offer letter and returning it within the specified time; (iv) your signing of certain agreements with RSI LLP including the Employment Agreement and policy documents and (v) your full and complete disclosure of any and all agreements (non-competition, non-solicitation, employment, confidentiality or otherwise) with any prior employer, clients, principals, partners or others which in any way limit you either contractually or otherwise from engaging in any business activities required or contemplated by RSI LLP in this offer for employment.

2. If you accept this offer, your employment with RSI LLP will commence on 11th April 2022.

3. Your place of work will be the Hyderabad office. Notwithstanding the same, the management reserves the right to transfer/ depute you to any of its offices in India or abroad, or to any of its affiliates, associates, subsidiaries, group companies or clients or other concerns in which RSI LLP may be having an interest whether existing or which may be set up in the future.

4. Your employment will be subject to three (3) months initial probationary period. During the probationary period your employment can be terminated by RSI LLP as per applicable law. If your performance is satisfactory to RSI LLP throughout this probationary period, then RSI LLP shall confirm the appointment in writing following the conclusion of this period. RSI LLP may choose to extend such probationary period to the extent it deems fit.

5. You will work such hours as per applicable law as may reasonably be expected of you and are necessary to fulfil your duties under your employment contract. Based on the business requirements you may be required to work night shifts, the details of which will be communicated by your line manager.

6. Your all-inclusive gross salary will be INR342,000 per annum, payable monthly which will be credited to your designated bank account on or around the 20th day of the month. The salary will be paid post deduction of taxes and other statutory deductions as applicable from time to time. Break down of your compensation is provided in **Annexure 1** (see below).

7. You will be eligible to receive a meal allowance of INR 1,200 net per month which will be paid directly to your bank account along with your monthly salary.

8. You will be eligible to receive a Healthcare and Dental allowance of INR 3,350 net per month which will be paid directly to your bank account along with your monthly salary.

9. The grade for this role is 46.1.

10. You may be eligible to participate in the discretionary performance-based cash bonus scheme of RSI LLP, which may provide you with an on-target cash bonus of 12.5% of your annual salary. Such bonus shall be payable at the sole discretion of RSI LLP and shall be in accordance with the terms and conditions of payment, as maybe communicated to you separately and shall be inclusive of any statutory bonus payable to you by RSI LLP.

11. You will be entitled to annual leave (upon completion of your probation, pro-rated for any incomplete year of employment with RSI LLP), sick leave and casual leave in accordance with the policies of RSI LLP including those contained in the Employee Handbook. In addition to the above, you will also be entitled to public holidays, details of which will be communicated at the beginning of every year.

12. You shall always be bound by the rules, regulations and policies of RSI LLP including those contained in the Employee Handbook and any amendments, modifications, additions thereof.

13. Your employment may be terminated upon one month's notice either way. However, during the probation period, employee or employer may terminate the agreement by giving not less than twenty-four (24) hours` of written notice. After confirmation, you are required to serve a minimum of one (1) month's written notice or one (1) month's salary in lieu of such notice. RSI LLP reserves the right to terminate the services of any employee on an immediate basis without notice on the grounds of misconduct.

This offer of employment is valid for a period of 3 working days from the date of this letter. If you wish to accept our offer terms and conditions, please sign and return a copy of this letter to the undersigned. This offer shall automatically lapse unless you confirm your acceptance of it and return a copy within the prescribed time.

Please treat this letter and its contents as strictly confidential and do not disclose the same to any person or entity (except to your advisors, attorneys and accountants, for seeking their advice) without the prior written consent of the management. Your salary and benefits are confidential, and you should refrain from discussing it with other employees of RSI LLP.

Should you experience any difficulty in responding within this timeframe or should you require any clarifications with respect to this offer, please do not hesitate to contact the undersigned.

RATIONAL SERVICES (INDIA) LLP

We look forward to welcoming you to RSI LLP.

Yours sincerely



Sridhar Chavali
General Manager – India Operations

……

I confirm my acceptance of the terms and conditions of the above offer of employment and consent to you conducting such checks using my personal details as may be required hereunder.

Signed: ……

Date: ……..

Shereen

Annexure 1

Compensation Breakdown

Basic Salary (monthly)	**INR**	**14,250**
HRA (monthly)	**INR**	**7,125**
Special Allowance (monthly)	**INR**	**7,125**

Flutter™ International

Rational Services (India) LLP
7th floor, Rajapushpa Summit
Nanakramguda Rd,
Financial District,
Manikonda,
Hyderabad-500032,
Telangana, India

CONFIDENTIAL

04th April'2022

Mr. Malviya Rohan Kumar
Flat no 304, Sai Satya Residency
Alwal Main Road, Secunderabad
Contact: +91- 9573999728

Dear Rohan,

Sub: Offer of Employment

We are pleased to offer you the employment as **Trainee-Subject Matter Expert**

Your annual remuneration will be **INR 3,00,000/- (Rupees Three Lakhs only)** per annum and the breakup of the same is attached in the **Annexure 1-A.**

.

You will be required to join us on or before **11th April'2022**.

The next annual salary review based on your performance will fall due in **April'2023** subject to the company policy from time to time

A detailed appointment letter indicating the terms and conditions of service will be issued to you after we complete the joining formalities & verification of your records. You are requested to produce this letter on your joining at the company.

Please furnish two references within two days of this offer.

Uma Mahesh Murty

Uma Mahesh Murty
Sr. Manager – HR

I agree to accept the offer on the Terms & Conditions mentioned in the above letter.

Signature:_____ Full Name_____ Date: _____

.

Annexure1–A

Mr. Malviya Rohan Kumar

Trainee-Subject Matter Expert **DOJ: 11th April ’2022**

Basic	15,000
HRA	7,500
Special Allowance	700
PF	1,800
Gross Monthly Salary	25,000
Deductions	3,800
Net Monthly Salary	21,200

Deductions	
PF (Self)	1,800.00
PF (Company)	1,800.00
PT	200.00
Total	3,800.00

Agreed & Accepted

Signature:

Full Name:

Date:

Uma Mahesh Murty

Annexure1–B

1. Academic records (SSC, Intermediate, Graduation, Post-Graduation) along with mark sheets.
2. Testimonials, Certification and proof of training programs attended
3. Photocopies of your passport,
4. Photocopy of PAN Card, Voter Card and Driving License.
5. Form 16 / Salary Certificate disclosing particulars and latest Salary slip
6. Relieving, Experience, Appointment and Offer letters from your previous Employer / Employers
7. 5 color photographs (with Maroon / Red background)
8. Photocopies of Business card and current company I.D card

Uma Mahesh Murty

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384275167
Applicant ID - 5246559

01-Jul-2022

GUDEM SRILAKSHMI

Dear GUDEM,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384275167
Applicant ID - 5246559
01-Jul-2022

GUDEM SRILAKSHMI

Dear GUDEM,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 04-Jul-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Reference No. - 1384275167
GUDEM SRILAKSHMI

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

Reference No. - 1384275167
GUDEM SRILAKSHMI

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part

    b) Any incorrect information furnished by you like:

       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and

    c) Suppression of any material information by you.

    d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Reference No. - 1384275167
GUDEM SRILAKSHMI

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.07.01 07:00:37 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

G. Sri.

Reference No. - 1384275167
GUDEM SRILAKSHMI

Annexure:

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

Reference No. - 1384275167
GUDEM SRILAKSHMI

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

G. Sai.

Digitally signed by RAJNISH SINHA
Date: 2022.07.01 07:00:37 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XIIth/ Graduation/ Post graduation)
2) Work Experience Document
    a. Resignation accepted letter from current organisation
    b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Remuneration Details

Name : GUDEM SRILAKSHMI
Position: **S1**
Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	8,000	96,000
HRA	4,000	48,000
Supplementary Allowance *	7,084	85,008
Superannuation Allowance	1,200	14,400
Total	**20,284**	**2,43,408**
Retirals		
Retirals (PF, Gratuity) ***	2,466	29,592
Total Fixed	**22,750**	**2,73,000**
Performance Linked Retention Pay #	2,167	26,004
Total CTC	**24,917**	**2,99,004**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 01-Jul-2022

Digitally signed by RAJNISH SINHA
Date: 2022.07.01 07:00:38 +05:30
Reason: Offer Letter
Location: Mumbai

Akshara Facility Services
(An ISO 9001 : 2015 Certified Company)
58, G.V. Reddy Colony, Opp. Rythu Bazar, Alwal, Secunderabad - 500 010. T.S. INDIA
Phone : +91 40 27942228 E-mail : info@aksharaservices.co.in Website : www.aksharaservices.co.in

September 17th 2022

Mr. CHAKALI ESHWAR
S/O: CHAKALI LAXMAN
2-35/4/14,JAKRANPALLY,SIKINDRAPUR
NIZAMABAD,TELANGANA.

Dear Mr. Ch Eshwar

We have pleasure in appointing you in the services of **Akshara Facility Services** (hereinafter referred as "**Company**"). The terms and conditions of your appointment are detailed in this Appointment Letter and any subsequent documents, applicable to employees that may come into effect from time to time shall be deemed to form part and parcel of terms and conditions applicable to you.

1. Your appointment in this company will be with effect from **September 21st 2022.**
2. You will be placed in our company designated as **Chemist** Your monthly salary details are as under:

Sr. No.	Particulars	Amount Rs.
1	Basic Salary	13,101
2	HRA	3,656
3	Monthly Bonus	1,091
	Gross Salary (Monthly)	**17,848**
	Gross Salary (Annual)	**2,14,176**
	Take Home Salary	**16,000**

3. You will be required to contribute to the Employees Provident Fund Scheme under the Employees' Provident Fund and Miscellaneous Provisions Act, 1952. You will contribute at the rate of 12% of your basic salary (maximum up to Rs. 15,000/- basic salary), which will be matched by an equal contribution by the Company and such contribution shall be deposited in the Regional Provident Fund Office.

4. Your employment shall be for a period of 12 months from the date of appointment. Your employment shall stand terminated after the above said period of employment. At least 30 days notice is required on either side to terminate your services before completion of the above said period.

Ch. Eshwar, 111719011015
eshwarchakali5555@gmail.com
7893242093
B.Sc (Chemical Technology)

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5. Firm will reimburse appropriate out of pocket expenses incurred in delivering tasks assigned by the firm. The policy with respect to the same will be communicated to you separately.

6. All information and data that come to your knowledge by virtue of this assignment shall be kept confidential and no part of it may be divulged to persons, except as required in normal course of the work.

7. The above offer is valid subject to satisfactory reference checks.

8. You shall diligently promote the business and the interest of the Firm and shall help the Firm to ensure quality delivery to the clients on schedule.

You may kindly sign a copy of this contract letter as a token of your acceptance of the above terms and conditions.

Yours faithfully,

Authorized Signatory

I agree to accept employment on the terms and conditions mentioned in the above letter. I further agree and state that any notification at Company Web Portal or any other portal, meant for company's information system understood to be meant to be applicable to person at my position and having affect of change in my service condition shall, for all relevant intent and purpose, be deemed to be personal notice to me and shall ipso facto apply to me without any further notice. Provided that no such notifications having affect of conferring any additional benefits shall be applicable unless the same is confirmed by the Company through a personal written communication in this behalf. I shall be reporting for duty on 21/09/2022

Name: _____

Signature: _____ Date: _____

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ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210315
Applicant ID - 5140883
25-Apr-2022

Sandeep Dhuddu

Dear Sandeep,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 09-May-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Reference No. - 1384210315
Sandeep Dhuddu

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

ICICI Bank

Reference No. - 1384210315
Sandeep Dhuddu

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part

    b) Any incorrect information furnished by you like:

       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and

    c) Suppression of any material information by you.

    d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Reference No. - 1384210315
Sandeep Dhuddu

- **General:**

  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.04.25 17:42:52 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

Reference No. - 1384210315
Sandeep Dhuddu

Annexure:

Remuneration:

- Your Base Salary will be Rs. 76,200/- (Rupees Seventy Six Thousand Two Hundred only) per annum.

- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 87,900/- (Rupees Eighty Seven Thousand Nine Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.

- You will be eligible for HRA of Rs. 38,100/- (Rupees Thirty Eight Thousand One Hundred only) per annum.

- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 11,430/- (Rupees Eleven Thousand Four Hundred Thirty only) per annum.

Reference No. - 1384210315
Sandeep Dhuddu

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Digitally signed by RAJNISH SINHA
Date: 2022.04.25 17:42:53 +05:30
Reason: Offer Letter
Location: Mumbai

Signature of Applicant



MRF Limited, New No. 114 (Old No. 124), Greams Road, Chennai - 600 006.
Tel : 91-44-2829 2777 Fax : 91-44-2829 2895 CIN : L25111TN1960PLC004306
Website: www.mrftyres.com

Offer Letter 16.06.2022

Dear **Mr. Karpurapu Gowtham,**

Congratulations and Welcome to MRF Family!

With reference to your application and the subsequent discussions, we are pleased to offer you employment as **Supervisor - Production** in **MA1** Grade in the **Production department** at **Medak plant** on the following terms and conditions:

1. The discussed and agreed CTC compensation package is given in the Annexure I
2. Your offer of employment is conditional upon you being medically fit to perform the services of the organization. You will be required to undergo medical examination as per MRF guidelines which is attached in Annexure II
3. You need to bring the original documents and a set of photostat copies at the time of joining as per the list attached in Annexure III for verification.

A detailed appointment letter will be issued to you on your joining. We would expect you to join on or before **4th Jul'22** failing which the offer is liable to be withdrawn.

Please return the copy of this letter duly signed as a token of your acceptance at the earliest

Thanking you,

Yours faithfully,
For MRF LIMITED,

Biju Sebastian
Vice President-HRS

Acceptance:
I accept employment with the organization on the terms and conditions set out in this offer letter, a copy of which I confirm I have received

Name : _____ Date : _____

Signature : _____

Annexure - I

Salary Structure

NAME : Karpurapu Gowtham
Grade : MA1
Designation : Supervisor - Production

	Components	Monthly	Annual
A	Basic	**2950**	**35400**
A1	Allowances		
1	HRA	1475	17700
2	Conveyance	1600	19200
3	Education Allowance	200	2400
4	MRF Allowance	15862	190344
5	Medical Allowance	246	2950
	A1 Total	**19383**	**232594**
	A+A1	**22333**	**267994**
B	**Annual Payments**		
1	LTA (Once in Two years - Rs.10500/- in a block of two years)	438	5250
2	Bonus	590	7080
	B Total	**1028**	**12330**
C	**Retirel Benefits**		
1	PF - 12%	354	4248
2	Gratuity - 4.81%	142	1703
	C Total	**496**	**5951**
	Grand Total (A+A1+B+C)	**23856**	**286275**

In addition to the above you will be eligible for the following benefits as per Company policy:

- Group Hospitalization insurance for self, spouse and dependent children.
- Group personal accident insurance for self.

Clarion Group

CLARION AQUA SOLUTIONS

5-2-299/2&3, Hyderbasthi R.P.Road, Secunderabad - 500 003.
Ph: 040-27540021, Cell: 9391977755, Cell: 9848091197
Email: sales@clariongroup.in, admin-hyd@clariongroup.in

Bangalore	Vijayawada	Vizag
Cell: 9448374874	Ph: 9391477744	Ph: 9392277722
Cell: 9844837444	Cell: 9848091197	Cell: 9848091197

OFFER LETTER

Date: 17-05-2022

To
Mr. Harish K

Ref: Offer Letter

Dear Mr. Harish

We are glad to inform you that position of sales executive of **CLARION GROUP** with a start date of June month.

You will be paid Rs.15,000 /- plus incentives, conveyance as discussed and agreed upon mutually.

You have to work for 3 years with us on giving mutually accepted agreement.

Please confirm your acceptance by return mail within week days.

You will be required to report to the undersigned at **CLARION GROUP** office located at Rani Gunj Secunderabad.

We welcome as a member of our team and wish you a successful career at Clarion Group.

Faithfully

For Clarion Aqua Solutions

O.CHINNAPA REDDY

Authorised Distributor
'TORAY'
MEMBRANES

C.R.I. PUMPS
Pumping trust. Worldwide.

Ingersoll Rand

111719011024
B.Sc - CT
21-22

MRF Limited, New No. 114 (Old No. 124), Greams Road, Chennai - 600 006.
Tel : 91-44-2829 2777 Fax : 91-44-2829 2895 CIN : L25111TN1960PLC004306
Website: www.mrftyres.com

Offer Letter 16.06.2022

Dear **Mr. Peddagolla Ramakrishna,**

Congratulations and Welcome to MRF Family!

With reference to your application and the subsequent discussions, we are pleased to offer you employment as **Supervisor - Production** in **MA1** Grade in the **Production department** at **Medak plant** on the following terms and conditions:

1. The discussed and agreed CTC compensation package is given in the Annexure I
2. Your offer of employment is conditional upon you being medically fit to perform the services of the organization. You will be required to undergo medical examination as per MRF guidelines which is attached in Annexure II
3. You need to bring the original documents and a set of photostat copies at the time of joining as per the list attached in Annexure III for verification.

A detailed appointment letter will be issued to you on your joining. We would expect you to join on or before **4th Jul'22** failing which the offer is liable to be withdrawn.

Please return the copy of this letter duly signed as a token of your acceptance at the earliest

Thanking you,

Yours faithfully,
For MRF LIMITED,

Biju Sebastian
Vice President-HRS

Acceptance:
I accept employment with the organization on the terms and conditions set out in this offer letter, a copy of which I confirm I have received

Name : _____ Date : _____

Signature : _____

Annexure - I
Salary Structure

NAME : Peddagolla Ramakrishna
Grade : MA1
Designation : Supervisor - Production

	Components	Monthly	Annual
A	Basic	**2950**	**35400**
A1	Allowances		
1	HRA	1475	17700
2	Conveyance	1600	19200
3	Education Allowance	200	2400
4	MRF Allowance	15862	190344
5	Medical Allowance	246	2950
	A1 Total	**19383**	**232594**
	A+A1	**22333**	**267994**
B	**Annual Payments**		
1	LTA (Once in Two years - Rs.10500/- in a block of two years)	438	5250
2	Bonus	590	7080
	B Total	**1028**	**12330**
C	**Retirel Benefits**		
1	PF - 12%	354	4248
2	Gratuity - 4.81%	142	1703
	C Total	**496**	**5951**
	Grand Total (A+A1+B+C)	**23856**	**286275**

In addition to the above you will be eligible for the following benefits as per Company policy:

- Group Hospitalization insurance for self, spouse and dependent children.
- Group personal accident insurance for self.

Clarion Group

CLARION AQUA SOLUTIONS

5-2-299/2&3, Hyderbasthi R.P.Road, Secunderabad - 500 003.
Ph: 040-27540021, Cell: 9391977755, Cell: 9848091197
Email: sales@clariongroup.in, admin-hyd@clariongroup.in

Bangalore
Cell: 9448374874
Cell: 9844837444

Vijayawada
Ph: 9391477744
Cell: 9848091197

Vizag
Ph: 9392277722
Cell: 9848091197

OFFER LETTER

Date: 17-05-2022

To
Mr. Jeevan T

Ref: Offer Letter

Dear Mr. Jeevan

We are glad to inform you that position of sales executive of **CLARION GROUP** with a start date of June month.

You will be paid Rs.15,000 /- plus incentives, conveyance as discussed and agreed upon mutually.

You have to work for 3 years with us on giving mutually accepted agreement.

Please confirm your acceptance by return mail within a week days.

You will be required to report to the undersigned at **CLARION GROUP** office located at Rani Gunj Secunderabad.

We welcome as a member of our team and wish you a successful career at Clarion Group.

Yours Faithfully

For Clarion Aqua Solutions

O.CHINNAPA REDDY

Authorised Distributor
'TORAY'
MEMBRANES

C.R.I. PUMPS
Pumping trust. Worldwide.

Ingersoll Rand



19-Oct-2023

C8426133

For Accenture use only

Mukhtar Md
7-22, Vasavi Nagar, Gajwel, Siddipet district 502278
Management Level - 13
Sublevel - 3

Job Profile - Trust & Safety New Associate
Job Family Group - Content
Business Deal - Digital Operations

Dear **Mukhtar,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Hyderabad**, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached ‘Terms of Employment’ (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer 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, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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

Reference Id: 38d7a9ff-ad20-41d8-84a2-fae302219d68_2
Signed By: JAL RUMI MASTER

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

To indicate your acceptance of this offer and 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 5 'Documentation'.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

You will be expected to work from the office location tagged to your project/role/client (referred as your Accenture Base Location). Accenture Base Location will be considered for all administrative & operational/official purposes. Exceptions if any/granted, will be interim / temporary, and will be subject to review with HR/business/client. The Company reserves the right to ask you to come to office locations pursuant to our business needs and client requirements. Working remotely is subject to business requirement and your agreeing to terms of the Remote working conditions listed in the attached Declaration. This offer is contingent to the above-mentioned agreement.

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. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 255200** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Mukhtar, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **shova.rani.das** at **6290628101** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,



Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:
_____Md. Mukhtar_____
[Insert full legal name]
Date: 14/11/2023

Candidate's signature__MD. Mukhtar_____

Reference Id: 38d7a9ff-ad20-41d8-84a2-fae302219d68_2

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 220000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 220000	**INR 255200**

(C)#Additional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	**INR 3700**
Notional Insurance Premium paid by Company	**INR 13700**

(D)##Additional Discretionary Reimbursements	
Annual Internet reimbursement	**INR 12,000/- (capped at INR 1,000/- per month)**

(E)Optional opportunity to participate in the Employee Share Purchase Plan	**INR 3300 (discount opportunity with an optional investment of 10% of gross pay and no change in share price)**
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	

**Annual Fixed Compensation includes employer"s contribution to Provident Fund, as applicable.

-Annual fixed compensation of **INR 220000/-**; Annual Fixed Compensation includes allowances, any shift premiums for working in non-standard hours where applicable, for example, night shift premium, and statutory benefits and will be structured in accordance with the Company's compensation guidelines. It includes employer's contribution to Provident Fund, as applicable.

- Variable Bonus: You will be eligible to participate in the FY24 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from 0% to 16% of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

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

*As defined by applicable law from time to time.

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

Benefits applicable for current Company financial year:

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 4 Dependent children	INR 5,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to two times of your annual fixed compensation with minimum cover of INR 7,50,000	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 705,000/- (If you contribute towards Employee Provident Fund)	Company

1. a) Medical Insurance for self, spouse/partner and 4 dependent children up to INR 5,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law up to INR 20,00,000 and siblings up to INR 10,00,000 and any under a separate Insurance plan. You also can avail optional Top-Up Policy for yourself and your dependents (spouse/partner and 4 dependents children) up to INR 30,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

c) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse/partner and 4 dependent children
- 20% of such claims for parents, parent's in-law and siblings under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to two times of your annual fixed compensation with minimum cover of INR 7,50,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. Kindly refer to those before initiating a purchase. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

- Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

GST Clause:

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

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

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE 3

REMOTE WORKING CONDITIONS - DECLARATION

NOTE:

- You will be expected to work from the office at a frequency determined by your project / role and you are expected to reside at your assigned / tagged location (referred as your **Accenture Base Location**)

- Your remote working is subject to strict compliance to the conditions mentioned below. In case of non-adherence, you will have to work from the office at your Accenture base location

While working remotely:

- I understand and agree that I will continue to be governed by all clauses and obligations as set out in my Offer Letter, Terms of Employment & Accenture policies, as amended from time to time.
- I agree and accept that I will adhere to Accenture and client specific requirements around confidentiality and intellectual property
- I agree that I will use a secure and private workspace to meet the confidentiality requirements of my role
- I agree and undertake to follow the work timings defined by my organization
- I understand that it is my responsibility to ensure that power and internet connectivity access is available to perform my role
- I understand and confirm that I will be responsible for safety and security of the company assets assigned to me
- I understand and agree that I will be responsible for my well-being, health and safety while working remotely

I agree and acknowledge that my Terms of Employment, regulatory compliances, and any disputes connected thereto would be governed by jurisdiction of my **Accenture Base Location**

ANNEXURE 4

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

Md. Mukhtar

[Insert full legal name]

Date: 14/11/2023

ANNEXURE 5

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card - We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

MRF Limited, New No. 114 (Old No. 124), Greams Road, Chennai - 600 006.
Tel : 91-44-2829 2777 Fax : 91-44-2829 2895 CIN : L25111TN1960PLC004306
Website: www.mrftyres.com

Offer Letter 16.06.2022

Dear **Mr. Narla Srikanth,**

Congratulations and Welcome to MRF Family!

With reference to your application and the subsequent discussions, we are pleased to offer you employment as **Supervisor - Production** in **MA1** Grade in the **Production department** at **Medak plant** on the following terms and conditions:

1. The discussed and agreed CTC compensation package is given in the Annexure I
2. Your offer of employment is conditional upon you being medically fit to perform the services of the organization. You will be required to undergo medical examination as per MRF guidelines which is attached in Annexure II
3. You need to bring the original documents and a set of photostat copies at the time of joining as per the list attached in Annexure III for verification.

A detailed appointment letter will be issued to you on your joining. We would expect you to join on or before **4th Jul'22** failing which the offer is liable to be withdrawn.

Please return the copy of this letter duly signed as a token of your acceptance at the earliest

Thanking you,

Yours faithfully,
For MRF LIMITED,

Biju Sebastian
Vice President-HRS

Acceptance:
I accept employment with the organization on the terms and conditions set out in this offer letter, a copy of which I confirm I have received

Name : _____ Date : _____

Signature : _____

Annexure - I

Salary Structure

NAME : Narla Srikanth
Grade : MA1
Designation : Supervisor - Production

	Components	Monthly	Annual
A	Basic	**2950**	**35400**
A1	Allowances		
1	HRA	1475	17700
2	Conveyance	1600	19200
3	Education Allowance	200	2400
4	MRF Allowance	15862	190344
5	Medical Allowance	246	2950
	A1 Total	**19383**	**232594**
	A+A1	**22333**	**267994**
B	**Annual Payments**		
1	LTA (Once in Two years - Rs.10500/- in a block of two years)	438	5250
2	Bonus	590	7080
	B Total	**1028**	**12330**
C	**Retirel Benefits**		
1	PF - 12%	354	4248
2	Gratuity - 4.81%	142	1703
	C Total	**496**	**5951**
	Grand Total (A+A1+B+C)	**23856**	**286275**

In addition to the above you will be eligible for the following benefits as per Company policy:

- Group Hospitalization insurance for self, spouse and dependent children.
- Group personal accident insurance for self.

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384291951
Applicant ID - 5246582
29-Jul-2022

BOMMAREDDY POOJA

Dear BOMMAREDDY,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 08-Aug-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Offer for the Position - Graduate Trainee (Chemical)

Inbox

HR Admin 7:13 am
to me, TBS, Sridhar, mb

Good Morning Mr. Abdul Afroz,

With reference to your interview attended at our office on 28th December, 2022, we wish to inform you that you have been shortlisted and selected for the position – **GRADUATE TRAINEE (CHEMICAL)** in our Organization. Initially, your training period will be for Six (6) Months.

We are offering you a **monthly Salary of Rs.20,000/- (CTC)** and given below the salary structure for your ready reference.

Annual CTC Amount	₹	[illegible]	₹	20,000
Basic Salary	₹	[illegible]	₹	10,914
HRA	₹	52,388	₹	4,366
LTA	₹	13,097	₹	1,091
Meal Allowance / Vouchers	₹	13,200	₹	1,100
Car Maintenance	₹	-	₹	-
Gross Salary	₹	**2,09,654**	₹	**17,471**
PF	₹	15,716	₹	1,310
ESI	₹	1,572	₹	131
Professional Tax	₹	1,800	₹	150
Total Deductions	₹	19,089	₹	1,591
Take Home / Net Salary	₹	**1,90,565**	₹	**15,880**
	₹	-		
PF Company	₹	17,236	₹	1,436
ESI Company	₹	6,814	₹	568
Gratuity	₹	6,297	₹	525
Total Company Contribution	₹	30,346	₹	2,529
Cost to Company	₹	**2,40,000**	₹	**20,000**

GOVERNMENT OF TELANGANA

DRUGS CONTROL ADMINISTRATION

FORM 20

[See Rule 61 (1)]

Partners/Directors/Gpa/As
SHAIK NAFIUDDIN, (PARTNER)

Registered Pharmacist
K P SUNITHA , B.PHARMACY

[Licence to sell, stock or exhibit or offer for sale, or distribute] drugs by retail other than those specified in [Schedules C, C(1) and X]

1.

1 **SHAIK NAFIUDDIN, (PARTNER)**

2 **SHAIK SALMAN SULTHAN, (PARTNER)**

3 **SHAIK SEEMAN SULTHAN, (PARTNER)**

of **M/s SULTHAN PHARMACARE** is hereby [licensed to sell, stock or exhibit or offer for sale, or distribute] by retail drugs other than those specified in [Schedules C, C (1) and X] of the Drugs and Cosmetics Rules 1945, *and to operate a pharmacy on the premises situated at **H NO.4-90/1,GROUND FLOOR,SHOP NO.1 AND 2,BESIDE TURKAPALLY BUS STOP,KOLTHUR ROAD,TURKAPALLY, SHAMIRPET MANDAL, MEDCHAL-MALKAJGIRI DIST, Turkapally(V), Shamirpet(M), MEDCHAL - MALKAJGIRI(Dist.),Telangana,India** Subject to the conditions specified below and to provisions of the Drugs and Cosmetics Act, 1940 and the Rules thereunder.

2.The licence, unless sooner suspended or cancelled, shall remain valid perpetually. However, the compliance with the conditions of licence and the provisions of the Drugs and Cosmetics Act, 1940 (23 of 1940) and the Drugs and Cosmetics Rules,1945 shall be assessed not less than once in three years or as needed as per risk based approach.

3.Name(s) of qualified person(s) in charge

1 **K P SUNITHA, B.PHARMACY, RegNo. 133459/A1, DT: 23/07/2018**

4.Categories of drugs : Drugs Other than those specified in [Schedules C, C(1) and X]

Licence No: **TS/MDL/2022-89217**

Date:26/03/2022

Next License Retention Fee Due Dt:25/03/2027

Digitally Signed By
ANIL KUMAR KARNATI
Licensing Authority
Assistant Director
DRUGS CONTROL ADMINISTRATION
Date:26-03-2022 17:33:27 PM

This Document is Digitally Signed. Signature is not required

Conditions Of Licence


cognizant
Madhavan
Tanuja

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384291951
Applicant ID - 5246582
29-Jul-2022

BOMMAREDDY POOJA

Dear BOMMAREDDY,

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The details of your remuneration and benefits are given in Annexure.

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a) You shall be required to join the Bank on or before 08-Aug-2022.

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c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

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HR Admin 7:13 am
to me, TBS, Sridhar, mb

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GOVERNMENT OF TELANGANA

DRUGS CONTROL ADMINISTRATION

FORM 20

[See Rule 61 (1)]

Partners/Directors/Gpa/As
SHAIK NAFIUDDIN, (PARTNER)

Registered Pharmacist
K P SUNITHA , B.PHARMACY

[Licence to sell, stock or exhibit or offer for sale, or distribute] drugs by retail other than those specified in [Schedules C, C(1) and X]

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2 **SHAIK SALMAN SULTHAN, (PARTNER)**

3 **SHAIK SEEMAN SULTHAN, (PARTNER)**

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Licence No: **TS/MDL/2022-89217**

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Digitally Signed By
ANIL KUMAR KARNATI
Licensing Authority
Assistant Director
DRUGS CONTROL ADMINISTRATION
Date:26-03-2022 17:33:27 PM

This Document is Digitally Signed. Signature is not required

Conditions Of Licence


cognizant
Madhavan
Tanuja

Offer: Computer Consultancy
Ref: TCSL/DT20218712720/Chennai
Date: 04/02/2022

Ms. Bhavana Akula
2-93,Shivalayam Colony,
Opposite Shivalayam,
Hyderabad-500078,
Telangana.
Tel# 91-9490705764

Dear Bhavana Akula,

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 ₹**1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ₹**7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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

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 **₹3,180/-** 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 **₹0/-** 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

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.

TATA CONSULTANCY SERVICES
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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 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

TATA CONSULTANCY SERVICES
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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 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
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 (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. **Training Period**
   You will be required to undergo class room and on the job training in the first twelve

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months (including the TCS Xperience Program as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training program, 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.

3. 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.

4. 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.

5. 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.

6. 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.

7. 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.

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8. 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.

9. 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.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

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Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions of employment are specific to your employment in India and there can be changes to the said terms and conditions in case of deputation on international assignments during the course of your employment.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

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.

Your failure to comply with this clause will entail monetary payment of damages to TCS as may be determined by it at its own discretion having regard to the responsibilities shouldered by you while being in the employment of TCS.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum

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qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

19. Submission of Documents

Please note that you should initiate and complete the upload of mandatory documents on the nextstep portal as soon as the offer letter is accepted (subject to availability of the documents)

Please carry the below listed **Original** Documents for verification on your joining day.

- Permanent Account Number (PAN) Card - You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary
- Aadhaar Card
- Standard X and XII/Diploma mark sheets & Certificate
- Degree certificate/Provisional Degree Certificate and mark sheets for all semesters of Graduation
- Degree certificate and mark sheets for all semesters of your Post Graduation(if you are a Postgraduate)
- Overseas Citizenship of India (applicable if you are not an Indian Nationality). For Srilankan Refugee, a Refugee Identity card along with Work Permit is required
- Birth Affidavit on Rs100 stamp paper, if Birth Certificate not in English
- Any other affidavits on Rs100 stamp paper if applicable (name affidavit for multiple names, signature affidavits, address affidavits etc.)
- Passport / Acknowledgement letter of passport application
- Gap/Break in career affidavit on Rs100 stamp paper, if gap is more than 6 months
- 4 passport sized photographs
- Medical Certificate (Should be made on the format provided by TCS along with the Joining letter)

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- 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

20. TCS Xperience Program

On joining TCSL, you will be given the benefit of formal training (TCS Xperience Program) at our offices, as identified, for such period as TCSL may decide.

The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from

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time to time.The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.

23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.

24. 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 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 Xperience Centres
Annexure 3: Confidentiality and IP Terms

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GROSS SALARY SHEET **Annexure 1**

Name	**Bhavana Akula**
Designation	**Graduate Trainee**
Institute Name	**Loyola Academy Degree And P.G. College**

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	7,950	95,400
Bouquet Of Benefits #	4,343	52,110
2) Performance Pay		
Monthly Performance Pay	1,500	18,000
3) Annual Components/Retirals		
Health Insurance***	NA	4,000
Provident Fund	954	11,448
Gratuity	382	4,589
ESI Contribution##		5,379
Total of Annual Components & Retirals	1,336	20,037
TOTAL GROSS	15,129	1,90,926

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.

Component Category	Monthly	Annual
House Rent Allowance	3,180	38,160
Leave Travel Assistance	663	7,950
Food Card	500	6,000
Personal Allowance	0	0
GROSS BOUQUET OF BENEFITS	4,343	52,110

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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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TATA

Offer: Computer Consultancy
Ref: TCSL/DT20218819544/Chennai
Date: 04/02/2022

Ms. Lakshmi A R
1-6-40/2/5, Sri Lakshmi NilayamMallareddy Colony,
Near Railway Gate, Old Alwal,
Secunderabad-500010,
Telangana.
Tel# 91-9963192808

Dear Lakshmi A R,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹7,950/-** per month.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai 600 119 Tamil Nadu India
Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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

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 Xperience Centres
Annexure 3: Confidentiality and IP Terms

TATA CONSULTANCY SERVICES
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Tel: 91 44 6616 2222 Fax: 91 44 6616 2555 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



02-Jan-2023

C7440752

For Accenture use only

SHRUTHI BALEKAR
H.No.:- 2-6-124/2,Alwal-Macha Bollarum, Near Balaji Rice mill 500010
Management Level - 13
Sublevel - 3

Job Profile - Transaction Processing New Associate
Job Family Group - Business Process Delivery
Business Deal - Digital Operations

Dear **SHRUTHI,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Hyderabad**, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached ‘Terms of Employment’ (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer 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, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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

Reference Id: 34140661-9d9f-415b-9e64-b4e190618507_2
Signed By: Jal Rumi Master

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

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. Before onboarding, we encourage you to take both doses of the COVID-19 vaccine.

You will be expected to work from the office in the location tagged to your role. In the current circumstances you may be allowed to work from home temporarily based on your assigned project. This offer is contingent to the above mentioned agreement.

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. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 255200** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

SHRUTHI, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **nikeetha.purna** at **7893861166** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,



Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name] Candidate's signature_____

Date:

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 220000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 220000	**INR 255200**

(C)#Additional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	**INR 3700**
Notional Insurance Premium paid by Company	**INR 14200**

(D)##Additional Discretionary WFH Benefits/Reimbursements	
One-time WFH Assistance reimbursement	**INR 18,000/-**
Annual Internet reimbursement	**INR 12,000/- (capped at INR 1,000/- per month)**

(E)Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	**INR 3300 (discount opportunity with an optional investment of 10% of gross pay and no change in share price)**

**Annual Fixed Compensation includes employer"s contribution to Provident Fund, as applicable.

-Annual fixed compensation of **INR 220000/-**; 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 FY23 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

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

*As defined by applicable law from time to time.

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

Benefits applicable for current Company financial year:

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 705,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

a) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR **5,00,000** under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. Kindly refer to those before initiating a purchase. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

- Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

GST Clause:

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

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

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card - We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Ms. Bondiga Pavithra Naga Sai
30-71/A Nanda Nagar ,Near Little Flower High School ,Quthbullapur,Medchal,
Hyderabad, 500054
India

Subject: Offer of Employment

Dear Bondiga Pavithra Naga Sai:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Bondiga Pavithra, 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:
By: Chandra Shekar Heggavur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **Bondiga Pavithra**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Ms. Bondiga Pavithra Naga Sai **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Bondiga Pavithra Naga Sai **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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

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OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

Bondiga Pavithra Naga Sai

_____ _____

Signature Name

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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Bondiga Pavithra Naga Sai

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

_____	Bondiga Pavithra Naga Sai	_____
Signature	Name	Date

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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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

Bondiga Pavithra Naga Sai

_____	_____	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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.

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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

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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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Bondiga Pavithra Naga Sai _____
Signature	Name

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Deloitte.

Oct 31, 2022

Ms. Bondiga Pavithra Naga Sai

30-71/A Nanda Nagar ,Near Little Flower High School ,Quthbullapur,Medchal,

Hyderabad, 500054

India

Training Agreement

Dear Bondiga Pavithra:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

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BSc
MSCS
21-22

mediamint

Name	Burma Shivani
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details

Salary Components	Average Monthly	Annual
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) & Group Term Life Insurance [5]		1,000
Benefits (B)		5,097
Total Cost To Company CTC (A+B)	**4,000**	**54,097**
		319,009

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus:** Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance:** An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR 4000

[5] **Insurance Coverage:**
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

111719024007
BSc. MSCS.
2021-2022.
On campus.

Verisk

01 July 2022

LETTER OF APPOINTMENT

Challa Sravani Reddy

H. No: 4-127 Kummari Basti Old Alwal
Hyderabad, Telangana 500010

Dear Sravani,

With reference to your acceptance of our offer letter dated **02 December 2021** to join Verisk Analytics India Private Limited, duly signed and provided by you, we are pleased to appoint you as"**Data Service Analyst I**" effective **01 July 2022.**

We aligned the local STI targets with Verisk standard STI targets for all the employees, as a result you will see a change in your Overall compensation. Below is your revised annual compensation details.

Your Total Cost to Company would be about **Rs. 431,475/-** (Rupees Four Lakhs Thirty One Thousand Four Hundred Seventy Five only) per annum in which about **Rs.403,800** (Rupees Five Lakhs Twenty Eight Thousand Eight Hundred Sixteen Only) is your Fixed compensation.

Variable Compensation:

This position is eligible for our Short-Term Incentive (STI) program. The STI target is **7.5%** i.e., INR **27,675/-** of your base salary and is based on company, business unit and personal performance. The first opportunity to receive an STI award will be determined based on your hire date.

In case of any change in any components of compensation as per organizational discretion, a concerned letter would be issued communicating the same.

Your employment with us will be governed by terms and conditions of the Contract of Employment attached along with this letter. This offer is subject to proper documentation as per the preboarding checklist, satisfactory background and reference checks, you being contractually free to join the Company, and your agreement to and execution of the policies shared through click boarding.

TATA

1117190240008
BSC MSCS
2021-2022
On-Campus

Offer: Computer Consultancy
Ref: TCSL/DT20218352942/Chennai
Date: 04/02/2022

Ms. Vyshnavi Venkata Naga Lakshmi Ginjupalli
1-24-38/1Venkatapuram,
Opposite Our Villa,
Secunderbad-500010,
Telangana.
Tel# -

Dear Vyshnavi Venkata Naga Lakshmi Ginjupalli,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining [illegible] company policy. Your offer is subject to a positive background check.

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Ms. Gunda Varsha
Flat No. 101, Kiran Residency, Srinivas Nagar Colony, Temple Alwal, Secunderabad,
Hyderabad, 500010
India

Subject: Offer of Employment

Dear Gunda Varsha:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Gunda, 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:
By: Chandra Shekar Heggavur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **Gunda**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Ms. Gunda Varsha **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Gunda Varsha **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Gunda Varsha
_____	_____
Signature	Name

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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Gunda Varsha

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

_____	Gunda Varsha _____	_____
Signature	Name	Date

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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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

_____	Gunda Varsha _____	_____
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.

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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.

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2. 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.

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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

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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.

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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 **90 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.

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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

	Gunda Varsha
_____	_____
Signature	Name

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Deloitte.

Oct 31, 2022

Ms. Gunda Varsha

Flat No. 101, Kiran Residency, Srinivas Nagar Colony,
Temple Alwal, Secunderabad,

Hyderabad, 500010

India

Training Agreement

Dear Gunda:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

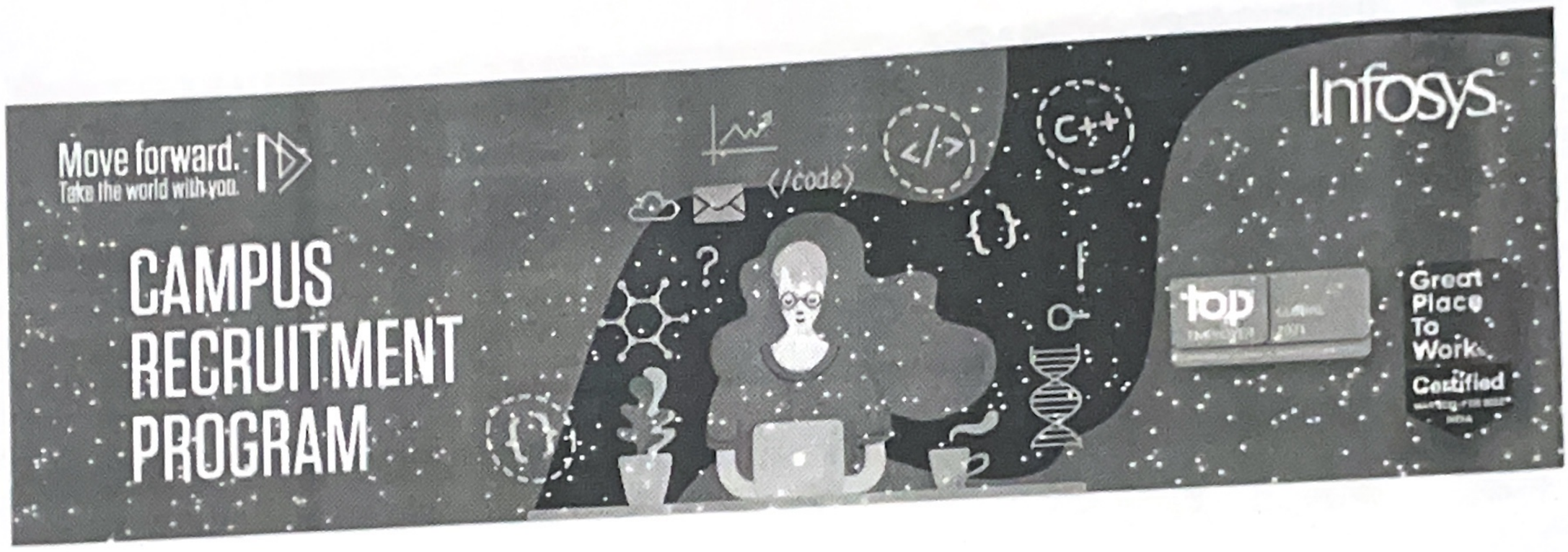
Stavoni . S
111719024010

Infosys Campus Recruitment Program: Congratulations, you have a job offer

Inbox

Infosys Freshers Recruit... 17 Jun

to Infosys



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for Systems Associate role. The compensation for this role is INR 2.2 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys

Verisk

1117190240 17.
BSC · MSCS ·
2021-2022.

December 02, 2021

Pooja Vaishnavee Maya
Hno-6-311/4/7, pno-31,
Sri krishna nagar, Quthbullapur,
Suchitra Junction, Hyderabad
500067

Sub: Internship and Pre- Placement Offer –Verisk Analytics

Dear Pooja,

We are pleased to let you know that you have been selected to be a part of Verisk Analytics. This is further to our interviews and subsequent discussions, we are extending an internship position as well as a pre-placement offer.

You will be joining Verisk Analytics India Pvt. Ltd. as an **"Intern"** effective **June 01,2022** Unless extended by mutual consent, this internship agreement shall end on **June 30,2022.**

Upon successful evaluation of your performance during the internship and successful completion of your education (without any backlogs), you will be inducted as a full-time employee effective **July 01,2022***. As a full-time employee, you will be a part of the Quality Assurance group at mutually agreed terms and conditions.

This offer shall be under **Service Agreement for Two (2) Years** from the date of commencement of your fulltime employment. The agreement also states that if an employee decides to leave the organization during the internship period or before the service agreement period, he/she needs to pay back to the organization an amount of One (1) Lakh Rupees.

Following shall be the terms of your Internship and Fulltime employee status.

1. **As an intern the following terms and conditions would apply.**

    a. For the services you render to the company, you will be paid a stipend of **INR 25,000/- per month (Rupees Twenty-Five Thousand only)**.

    b. No other expenses apart from above shall be paid/reimbursed during your internship tenure. However, you will be entitled to medical, accident, life insurance benefits and other benefits as provided by the organization.

1117190 24013
BSc
MSCS
21-22

CLOUD4C

12 Apr 2022

To

Mandapati Sai Sindu,
Hyderabad.

OFFER LETTER

Dear **Sai Sindu,**

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.3,30,000/- p.a.**, (Three Lakh Thirty 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

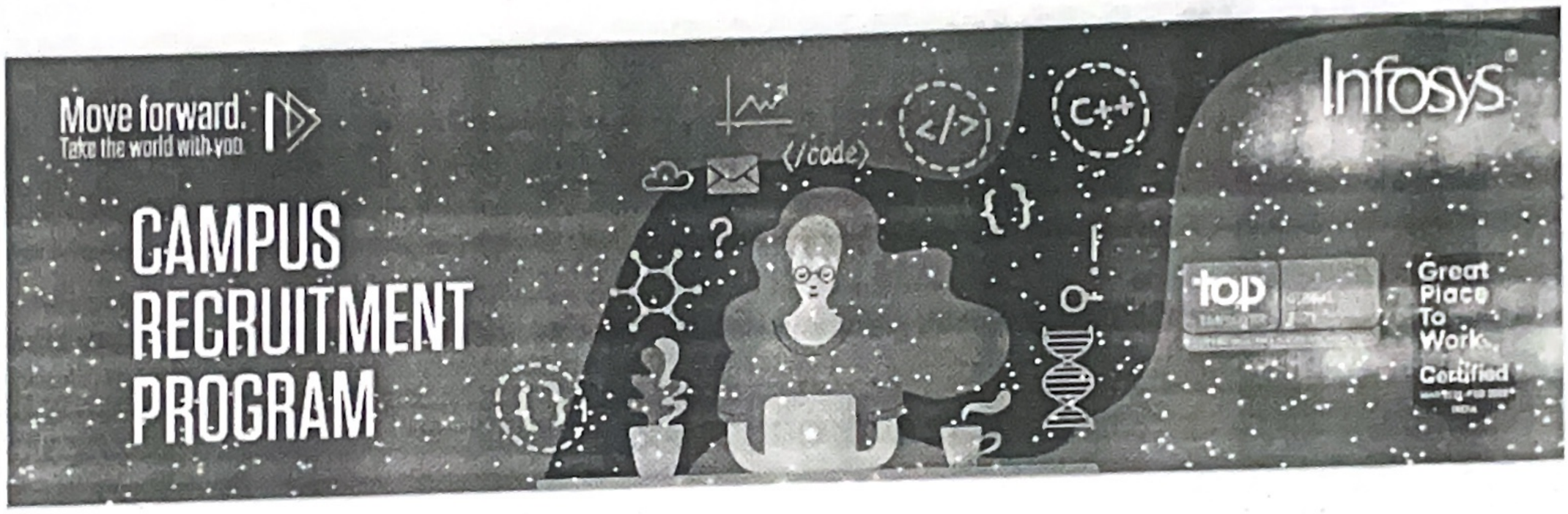
M. Harshitha
111719024016

Infosys Campus Recruitment Program: Congratulations, you have a job offer

Inbox

Infosys Freshers Recruit... 17 Jun

to Infosys



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the Interview round to receive a final job offer for Systems Associate role. The compensation for this role is INR 2.2 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys

//

N. charishma
111719029020

Capgemini

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

Superset ID: 2106965

Letter of Intent ("LOI")

Dear N Charishma,

With reference to your interview conducted by us, 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

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 acceptabie 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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2106965**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2106965**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2106965**

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

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

BYJU'S

ANNEXURE 1

N Charishma
Associate and A3

You will be under probation for six (6) months from yourdate of joining Capgemini. During this period,your all-inclusive annual target compensation (on a cost to company basis) willbe **INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only). Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will continue at INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only).** On completion of 1 yearof service from your date of joining, you will receive a fixed incentive of **INR25,000 (Rupees Twenty-Five thousand only)**
Based on your Date of Joining, your compensation shall bepaid monthly. The Company shall deduct tax at source at the time of making payment

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

Offer Letter

Date : Saturday, July 9, 2022

Dear **Paka Chandana**,

Congratulations on your decision to be a BYJUITE! At BYJU'S, we are on a mission to help students fall in love with learning across the world. We create learning journeys for every student that address their unique needs and make them lifelong learners. We hope your contributions and passion would help us achieve this mission.

It gives us immense pleasure to formalize your offer and appointment for the position of **Faculty - Tutoring** at Think and Learn Private Limited (hereafter referred to as 'BYJU'S' or 'Company'') in the **Academics - BTC** department subject to your acceptance of the offer mentioned in this letter. The letter includes details of your compensation structure, probation and notice periods (*Annexure A*). As you read through the details, please feel free to reach out to the recruiter who managed your process, with any questions or concerns.

Your date of joining at BYJU'S is **Friday, July 15, 2022**. Your onboarding details will be communicated by BYJU'S Onboarding Team post acceptance of the offer. In case you do not report at your job on or prior to **Friday, July 15, 2022** , the offer shall be deemed to be rejected by you. *Please accept this offer in our HR portal so that we can initiate your onboarding process*. Once initiated, you will be receiving an email confirmation for the same. In case you do not acknowledge and accept this offer letter on the HR portal within two working days, the offer would stand withdrawn.

Position Details and Compensation Overview

Designation	Faculty - Tutoring
Department	Academics - BTC
Employment Type	Regular
Work Location	Rangareddy

Fixed Compensation: ₹ 600000
Variable Compensation: ₹ 0
Total Annual Cost to Company : ₹ 600000

Details of bonuses (if any) are mentioned in Annexure A. You are requested to join the services of the Company not later than Friday, July 15, 2022, failing which you may please consider the offer to be withdrawn unless an extension to the date of joining has been mutually agreed in writing. You are requested to signify your acceptance of the terms and conditions by accepting the offer on our HR portal and signing and returning to us the duplicate copy of this letter on your day of Onboarding.

The terms of your employment contract are strictly confidential and should be treated as privileged information between yourself and the Company. You are expected to maintain such information appropriately. We take this opportunity to thank you for the interest you have shown in our organization and look forward to welcoming you on board for a fruitful career with us. We are certain that you will find challenge, satisfaction, and opportunity in your association with the Company.

Best Regards,



Deeptha A R
Head – Human Resources

Annexure - A

Compensation Details	
Name	Paka Chandana
Designation	Faculty - Tutoring
Date Of Joining	Friday, July 15, 2022
Annual Cost To Company(CTC)	₹ 600000
Fixed Compensation	₹ 600000
Variable Compensation	₹ 0
Earnings	
Component Category	**Annual**
Basic Pay	₹300,000.00
House Rent Allowance	₹150,000.00
PF (Employer Part)***	₹21,600.00
Leave Travel Allowance	₹84,000.00
Adhoc Allowances*	₹44,400.00
ESIC Employer Contribution	₹0.00
Statutory Bonus	₹0.00
Annual Earnings (Fixed CTC - Company PF & ESIC Contribution)	₹578,400.00
Deductions	
PF (Employee's Part)***	₹21,600.00
ESIC Employee Contribution	₹0.00
Professional Tax	As per Rules
TDS	As per Rules
Total Annual Net Pay (Before Taxes)**	₹556,800.00

**Adhoc Allowances (if any) provide an array of tax benefits, please refer to the Annexure B for details*
***Income Tax and Professional Tax would be deducted from the Total Annual Net Pay basis the government rules. Your take-home salary would be Total Annual Net Pay - Taxes.*
****PF administrative charges and EDLI charges as per rules (i.e. at present 1% admin charges, equal to INR 150/- per month towards Employee PF deduction of INR 1800/- per month), will be included in above mentioned CTC.*

Bonuses (As Applicable)

Joining Bonus : ₹ 0 **Retention Bonus** : ₹ 0 **Relocation Bonus** : ₹ 0

Key Points

1. The Income Tax liability regarding your salary and perks will be governed by the taxation laws of the country as applicable from time to time.

2. The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory, and compulsory deductions:

- Provident Fund
- Income tax deducted at source at the rates applicable
- Employment/Professional taxes
- Dues to the company including loans and advances

- Or any other applicable statutory deductions

3. Variable pay, if applicable, will be paid based on your performance and the company's performance for the year. The payment is subject to your being active (not serving notice) on the company rolls on the date of announcement of the Yearly Performance Pay.

4. Benefits – All the full-time regular employees of the Company are eligible for our employee benefits program effective from their Date of Joining.

You would be entitled to avail the below-mentioned benefits, which are governed by the prevailing company policy. More details regarding benefits and related policies will be available on the HR Portal after the onboarding formalities are completed

- Leaves
- Employee Medical Insurance
- Employee Personal Accidental Insurance
- Flexible Work From Home Options (for applicable roles)
- Employee Wellness (BYJU'S Let's Talk Initiative - 24 Hour one-on-one counselling from experts)
- Personal Developmental Workshops and Events
- Gratuity, as per government rules

5. Joining Bonus will be paid only after successful completion of 1 Month with the company. The payment shall be disbursed in the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within 1 Year of employment, you will be required to pay BYJU'S the full amount of the Joining Bonus received.
This clause is applicable only if the Joining Bonus component in the above structure is non-zero.

6. Retention Bonus will be paid only after successful completion of 12 Months with the company. The payment shall be disbursed in the next immediate salary cycle, provided you are not serving the notice period and your performance for the employment period is deemed satisfactory.
This clause is applicable only if the Retention Bonus component in the above structure is non-zero.

7. Relocation Bonus will be paid only after successful completion of 1 Month with the company. It would be paid along with the next immediate salary cycle. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will not be entitled for the Relocation Bonus and if the payment would have been made already before your exit within the year, you will be required to pay BYJU'S the full amount of the Relocation Bonus received.
This clause is applicable only if the Relocation Bonus component in the above structure is non-zero.

8. In the event of you resigning from the services of the Company on your own accord within one year of employment, you will be required to pay BYJU'S the full amount of Notice Period buyout.
This clause is applicable only if there has been a notice-period buyout by BYJU'S.

9. Probation – On joining the Company you shall be on probation for 60 days. During this period, your employment may be terminated by giving you a notice of 60 days. You are also at liberty to resign from the services of the Company by giving 60 days' notice in writing. Further, unless otherwise communicated to you in writing, your services shall stand confirmed at the end of the period of probation. You hereby agree and acknowledge that, in the event that you resign from the services of the Company within 30 (thirty) days from the date of signing this letter, you will not be entitled to receive an experience letter from the company.

10. Separation and Notice Period – After successful completion of your probation period, your services may be terminated in the following manner:

- In the event of your resignation from the services of the Company, where you will be required to give the Company a written notice of 60 days, the notice period has to be served in full unless otherwise agreed mutually in writing. In case of failure to serve the above notice period, the Company shall have the right to deduct the salary in lieu of the notice period and you will not be eligible to be hired by the Company in the future. You shall, on ceasing to be the employee of the Company for any reason and in addition to the obligations under the Non-Disclosure and Confidential Information Agreement, forthwith return all Company properties, movable and immovable, including all Company information and data in any form, files, reports, memoranda, software, credit cards, door and file keys, computer access codes, laptops, desktops, and such other property which you received or in possession or prepared in connection with your employment with the Company.
- The Company will be entitled to terminate your services by giving you 60 days of notice in writing, or by payment of 60 days of salary in lieu of such notice. In the event you desire to leave the services of the Company, you will be required to give the Company 60 days of notice in writing or 60 days of salary in lieu of such notice.
- In the event of termination on disciplinary grounds including but not limited to embezzlement, fraud, gross negligence, incorrect information found during background verification, willful misconduct, criminal offenses - alleged or guilty, or a material violation of

Company policies, or you are found to be absconding from the services of the Company or for any other reasons causing grievous loss/damage/disrepute to the Company/associates, your termination will be immediate and without any notice or compensation.

Annexure - B

Adhoc Allowances(if applicable) will comprise one or all of the below allowances basis your overall fixed CTC.

Allowance	Maximum Amount	Tax Treatment
Mobile & Broadband Allowance	Up to INR 1000 per month for mobile and broadband each	Non-taxable upon submission of required proofs
Research Allowance	Up to INR 30000 per annum	
Fuel Allowance	Up to INR 2400 per month based on CC capacity and type of the vehicle	
Driver Allowance	Up to INR 900 per month	
Special Allowance	Balancing Component	Taxable

General Guidelines

- All these elements will be within the fixed part of the employee's compensation, a detailed breakup of adhoc allowances will depend upon the fixed CTC, and will be shared in the payslip
- Detailed guidelines on these will be shared post your onboarding
- All the above allowances will be considered taxable through the year, however, on the production of required bills over the quarterly window, tax exemption will be provided as per the rules laid out above
- Employees are required to keep a copy of the bills as proof of expenses incurred through the quarterly cycle and submit the same in the quarterly window
- The above-mentioned tax benefits will be applicable only for those employees who opt for the Old Income Tax Regime and not the new one
- 'Special Allowance' component is a part of taxable income

mediamint

Name	Priyanka Balabantaray
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

111719024026
BSC
MSCS
21-22

mediamint

Name	Reshma Patel
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details

Salary Components	Average Monthly	Annual
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) & Group Term Life Insurance [5]		1,000
Benefits (B)	**4,000**	5,097
Total Cost To Company CTC (A+B)		**54,097**
		319,009

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

111719024028
BSc.MSCS
2021-2022

Capgemini

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

Superset ID: 2101079

Letter of Intent ("LOI")

Dear Sakina Banu,

With reference to your interview conducted by us, 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

1117190249
BSC
MSCS
21-22

mediamint

Name	Simran Pandey
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	Average Monthly	Annual
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
Gratuity		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR 4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.



Strictly Private and Confidential

Date: 04/22/2022

Sofiya Jabeen

C11017134

H.no. 1-10-170/12/A Temple Alwal , Bharathi Nagar, Secunderabad 500010

9985551490

Dear **Sofiya Jabeen,**

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

Job Profile - Application Development Associate

Management Level - 12

Job Family Group - Software Engineering

Please refer to:

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

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

Candidate's Signature _____

Deekshitha Reddy
111Y19024033

Capgemini

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

Superset ID: 2021316

Letter of Intent ("LOI")

Dear thirumalareddy reddy,

With reference to your interview conducted by us, 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 2021316**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 2021316**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 2021316**

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

This is a system generated document and does not need a signature

ANNEXURE 1

thirumalareddy reddy
Associate and A3

You will be under probation for six (6) months from yourdate of joining Capgemini. During this period,your all-inclusive annual target compensation (on a cost to company basis) willbe **INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only). Subsequent to your successfui completion of training and probation, your all-inciusive annual target compensation (on a cost to company basis) will continue at INR 2,75,000/- (Rupees Two Lakh Seventy-Five Thousand only).** On completion of 1 yearof service from your date of joining, you will receive a fixed incentive of **INR25,000 (Rupees Twenty-Five thousand only)**

Based on your Date of Joining, your compensation shall bepaid monthly. The Company shall deduct tax at source at the time of making payment

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

111719024035
BSC. MSCS
2021 - 2022

Offer: Computer Consultancy
Ref: TCSL/DT20218819671/Chennai
Date: 04/02/2022

Mr. Abhijith George
18-1462Vasavi Nagar,
Near Sitting Gandhi Statue,
Miryalaguda-508207,
Telangana.
Tel# 91-9705021829

Dear Abhijith George,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

You will also be issued a letter of appointment at the time of your joining after completing joining

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India

Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: 07-May-2022

To,
Mr. Arli Pramith
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad 500015
Mobile No. : 9573385359
e - mail : pramitharli@gmail.com

Sub: Offer Letter

Dear Pramith,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.8,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 3,50,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,

for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Signature & Name

July 17, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear Edmund Moris

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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,**

Aparna Shailen
General Manager - Human Resources

Endorsement

I accept the enrolment and the terms and conditions thereof as specified below. I shall report for undergoing study on

Terms & Conditions of Scholarship

1. PROFILE:

You have been selected to be a part of Wipro's WILP and are enrolled as a Scholar Trainee- Work Integrated Learning Program. Upon joining WILP, you will have to undergo a "Project Readiness Program" (PRP) that prepares you to participate in projects at the Company as part of this learning program. This robust academic

including night shift as may be decided by the Company keeping in mind customers.

4. Scholarship/Stipend and Benefits

During your period of employment, you would be entitled to a consolidated monthly scholarship.

Apart from the monthly scholarship, the Company will provide you with Life & accidental insurance that would include a cover for you; the premium / cost will be taken care of by Wipro. This is a voluntary benefit offered by the Company and the details of the same are listed below:

i. A Group Personal Accident Insurance (GPAI) coverage of **Rs 12,00,000/-**. You could also choose to get additional coverage for a nominal and highly negotiated premium. More details on the policy are available in My Policies section in myWipro, the HR portal at Wipro.

ii. Group Life Insurance coverage of **Rs.14, 00,000/-**. This sum insured is inclusive of cover as per EDLI (Employee Deposit Linked Insurance). You can 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, you are also eligible for medical insurance cover towards hospitalization.

You are eligible for a base cover of Rs.2,00,000/- per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly scholarship/stipend depending on your marital/family status towards the base sum insured premium. 10% of the claim amount would need to be borne by the employee/Scholar trainee.

Base Medical insurance is to be availed by the employee as default. It is accounted for in deductions as a nominal monthly charge. Top-Up cover is voluntary and charged as applicable during renewal timelines.

If you wish to enhance the coverage, a top up cover policy 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.

The below table lays down your scholarship details:

Period	Scholarship	ESI	Consolidated Scholarship (Rs. Per Month)
First year	15000	408	15,408/- (*)
Second year	17000	583	17,583/- (*)
Third year	19000	618	19,618/- (*)
Fourth year	23000	0	23,000/- (*)

TATA

111719024040.
BSC. MSCS
2021-2022.
on. Campus.

Offer: Computer Consultancy
Ref: TCSL/DT20218920169/Chennai
Date: 04/02/2022

Mr. Kaushal Sambrani
36/27-1, Flatno:202, Vineyard Whitestone Apts.Defence Colony,
Neredmet,
Hyderabad-500094,
Telangana.
Tel# -

Dear Kaushal Sambrani,

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 **₹1,90,926/-** 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, 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 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 and you meeting the TCS eligibility criteria.

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.

09/12/2022
satish kondepudi
hyderabad, Telangana, India

Reg: Offer of employment

Dear **satish**,

We are pleased to offer you the position of **Associate Claims (IND)** at **Legato Health Technologies LLP** and your work location will **TG-Hyderabad, H-09 Building, Avance Business Hub, Survey No. 30(P) &, Serilingampalli, Ranga Reddy District** . 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 **₹275,000.00 (Two Lakhs Seventy Five Thousand rupees only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance (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 **12/12/2022** 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.

A one-time joining bonus of **₹25,000.00 (Twenty Five Thousand rupees only)** will be paid upon successful completion of your training/nesting period of 6 months.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for.
Your employment with Legato will commence from your effective date of joining i.e **12/12/2022** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Annexure – A

Associate Name:	**satish kondepudi**		
Designation:	**Associate Claims (IND)**		
	Component	**Per Annum (INR)**	**Per Month (INR)**
Fixed Pay	Basic Salary	₹198,000.00	₹16,500.00
	HRA	₹45,331.72	₹3,777.64
Retirals	Employer's contribution to PF	₹23,760.00	₹1,980.00
	ESI	₹7,908.28	₹659.02
	Gross Pay	₹275,000.00	₹22,916.67
	Total Cost	₹275,000.00	₹22,916.67

Note:

- *Legato Health endeavors to protect the health and safety of its employees and officers at all times. In this regard, the company mandates that all its employees are fully vaccinated before they are offered employment with the company. You must hereby declare and provide proof that you have been fully vaccinated as per the requirements of the Government of India. If you have not been fully vaccinated or have not completed at least the first dose of the vaccination process with the second dose planned, you are not eligible to be appointed with the company. Concealment of vaccination status or production of false documentation shall result in immediate termination.*
- *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 Total Cost.*
- *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 Total Cost 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

satish kondepudi
Date: 09/12/2022

TATA

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219151267/Hyderabad/BPS/BTN
Date:29/06/2022

Dear Mr. Leela Krishna Thiruveedula,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20219151267/Hyderabad/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

111 19024048

Jan-2022

B.Sc. Maths, Stats & Computer science

wipro

January 31, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear V Abhishek,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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 fruiiful relationship with you at WILP. Wish you all the best!

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Mr. Vaddaraju Sai Krishna Raju
H No 6 -266 Uddamarry Village Muduchintalapally Mandal ,Medchal Malkajgiri District,
Hyderabad, 500078
India

Subject: Offer of Employment

Dear Vaddaraju Sai Krishna Raju:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Vaddaraju Sai Krishna, 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:
By: Chandra Shekar Heggavur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **Vaddaraju Sai Krishna**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Mr. Vaddaraju Sai Krishna Raju **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Vaddaraju Sai Krishna Raju **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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

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OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Vaddaraju Sai Krishna Raju
_____	_____
Signature	Name

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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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Vaddaraju Sai Krishna Raju

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

_____	Vaddaraju Sai Krishna Raju	_____
Signature	Name	Date

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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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

_____	Vaddaraju Sai Krishna Raju	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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

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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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Vaddaraju Sai Krishna Raju _____
Signature	Name

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Deloitte.

Oct 31, 2022

Mr. Vaddaraju Sai Krishna Raju

H No 6 -266 Uddamarry Village Muduchintalapally
Mandal ,Medchal Malkajgiri District,

Hyderabad, 500078

India

Training Agreement

Dear Vaddaraju Sai Krishna:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

From: Vignesh Goud

Date: 10. January. 2023.

To: The Principle.
Loyola Academy.

Sub: Undertaking my own bussiness.

Respected Father,

I Vignesh Goud, bearing the UID-
1117200222008 from D.E.L B.A. Psychology, English and
Journalism department, currently doing agriculture
levelling work & with my own vehicles and
undertaking my own bussiness work.

Thank You.

Ch. Vignesh Goud.
UID: 111718022043.

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Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

30th Jun 2022

Bhoomika Agarwal

H.No-54,R K Puram Officers Colony,Thirumalgerry,Secunderabad

Dear Bhoomika,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service - E Chat** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

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5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

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11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 2nd Jul 2022 and
    (b) Report for duty at the Company not later than 6th Jul 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Bhoomika Agarwal

Synchrony International Services Pvt. Ltd.
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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Bhoomika Agarwal**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.

Kameswari

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Bhoomika Agarwal

4th August 2022

Subject: Offer Letter & Agreement

Dear Jezerene Mathew,

We are pleased to extend a position to you as **'Associate, Human Resources'** with **Blockwiz Solutions Ltd.** on the following terms and conditions:

1. Appointment:

You have been hired as a **"Associate, Human Resources"**, in the organization with effect from **8th August 2022** as a full time contractor. **Blockwiz Solutions Ltd.** is starting a workspace in Bangalore. The company reserves the right to call you to Bangalore during your tenure at **Blockwiz Solutions Ltd.** You are liable to come to Bangalore for five working days every two months for the company meetups. The below mentioned monthly compensation is inclusive of the costs incurred. Any deviation would be addressed by the management on a case to case basis.

2. Remuneration:

Your fixed annual fees will be ₹ 2,64,000/- per annum and your monthly fees will accumulate to ₹22,000/- per month in compensation. Upon successful completion of the 3 month period, your compensation will be revised based on the performance review.

3. Hours of Work & Days:

You will have to work for nine hours in a day, and you can decide the timings as per the team and the clients that you would be handling. You will be working 5 days a week. There might be an exception to this wherein if there is a campaign going on and you will have to work over the weekends as well.

4. Conduct and Discipline:

You shall perform such duties as may from time to time be assigned to you and shall comply with all reasonable directions made by the Company. During your association with the firm, you will faithfully serve the Company and use your utmost endeavors to promote its interests and devote the whole of your time, attention and abilities to its affairs. Blockwiz holds the right to lease, sub-contract your services to a company that it holds a professional relationship with.

You shall not disclose your compensation, internal communication, company documents, plans, processes to any external stakeholder, entity, or external company, that the company may lease, share or subcontract your services to. You shall also not disclose your compensation and any other terms of employment to any other person, organization or entity except Human Resources at **Blockwiz Solutions Ltd.**

5. Leave and other employment conditions:

Post completion of the first 3 months with the company, you will accrue one leave per month, with prior notice of at least 5 days (unless it's a family/medical emergency). You will also be entitled to 12 government holidays each year.

6. At-Will Employment:

This agreement is for an indefinite term and may be terminated at any time by either party giving 1 month notice in writing to the other or monthly compensation / consulting fee in lieu of. The company reserves the right to terminate the contract without any notice or notice period or notice pay in case of any improper conduct or non-performance.

Although the terms and conditions of employment may change between you and the Company, such changes will not affect the at-will employment relationship between the two parties.

7. Non Disclosure Agreement:

You agree that during the term of this agreement and for a period of One Year (1 Year) after termination of this Agreement:

i. You shall not directly or indirectly on your own account or as agent, partner, director or employee of any other person, without the prior written consent of the Company, manage, operate, join, have an interest in, control or participate in the ownership, management, operation or control of, or be otherwise connected in any manner with, any corporation, partnership, proprietorship, trust, estate, association or other business entity which directly or indirectly engages anywhere in the world in the Business or in a commercial activity similar to the business of the Company;

ii. You shall not in any manner whatsoever render, sell, supply, market or distribute, advise, assist, aid in establishing, managing, providing or developing or act as consultant or professional advisor in respect of the business of the Company or indulge in any of the above with reference to any products or services constituting part of the business of the Company, either on his own account or on behalf of any other person whether as an agent or as a licensee or as an advisor, consultant or under any other relationship;

iii. You shall not disclose your compensation, internal communication, company documents, plans, processes to any external stakeholder, entity, or external company, that the company may lease, share or subcontract your services to.

iv. You shall not in any manner provide or divulge any IPR or any information in any manner and form whatsoever for the purpose of and/or relating to the rendering, selling, supplying, marketing or distributing of products or services constituting part of the business of the Company including rendering any assistance for the purpose of improving, modifying, upgrading or making any betterment to any existing process, know-how, software methodology or technology whatsoever for the purpose of and/or relating to the manufacturing, selling, supplying, marketing or distributing of the same whether or not the same is patented or proprietary or otherwise;

v. You shall not disclose your compensation, internal communication, documents, processes to any external stakeholder that the company engages in a professional relationship with.You shall not in any

manner directly or indirectly on your own account or as agent, partner, director or employee of any other person approach any of the clients or prospective clients of the Company for the purposes of soliciting any business nor shall he take up employment with or any other assignment from any of the clients or prospective clients of the company; this clause is valid for 2 years from the date of separation from Blockwiz Solutions Ltd.

vi. You shall not be employed by or employ or enter into partnership with any person, who had been within the period of 1 year preceding the date of the agreement' termination, another employee or consultant of the Company or any of its associated companies;

vii. You shall not, either on your own account or in conjunction with or on behalf of any person, firm or company solicit or endeavor to entice away from the Company any of its employee or consultant whether or not such person would commit a breach of contract by reason of leaving service or office;

viii. You shall not disclose your compensation, internal communication, documents, processes to any external stakeholder that the company engages in a professional relationship with.

ix. You shall not by any means and at any time during the term of the association with the company will use any information whatsoever concerning the business or the affairs of the Company which you may possess during the course of your assignment with the Company in any manner which may cause loss or injury to the Company and should you come into possession of any confidential information, trade secrets or business methods you undertake irrevocably and unconditionally not to disclose these to any other party at any time (whether during or after his directorship or employment). The restrictions contained in this Paragraph shall not apply:
   - to any disclosure or use authorized by the Company or required by law or any regulatory and/or licensing authority;
   - to any trade secrets, business methods or information which may lawfully have come into the public domain; or
   - any disclosure required by an order issued by a court of competent jurisdiction.

x. You acknowledge and agree:
   - that each of the provisions in Paragraph 7 constitutes an entirely separate and independent restriction on you;
   - that the duration, extent and application of each of the restrictions are reasonable and no greater than is necessary for the protection of the interests of the Company;
   - that, if any such restriction shall be adjudged by any court of competent jurisdiction to be void or unenforceable as going beyond what is reasonable in the circumstances for the protection of the interest of the Company but would be valid if a part of the wording thereof was deleted and/or the period thereof was reduced and/or the area dealt with thereby was reduced,
   - the said restriction shall apply within the jurisdiction of that court with such modifications as may be necessary to make it valid and effective; and
   - that the legal remedies for breach of the restrictions set forth in Paragraph 7 are inadequate and therefore agrees that, in addition to all other remedies available to the Company in the event of a breach or a threatened breach of any such restriction, the Company may obtain temporary, preliminary and permanent injunctions against any and all such action.

xi. You acknowledge and agree that the compensation paid and payable to you under this Agreement constitutes valuable consideration to support the enforceability of the restrictions on you as set out in sub-clause (i) and (vi) herein;

xii. This covenant shall be interpreted in the widest possible commercial sense and shall be observed, in letter and in spirit.

xiii. This contract does not constitute employee -employer relationship. Further, you shall not claim any benefits that of an employee, under the law

8. Governing Law:

The terms of your employment will be governed and interpreted in accordance with the laws of Canada.

9. Company Directives:

You will comply with all general or administrative rules, regulations and directives of the company as may be made from time to time, so long as they are not inconsistent with this agreement.

10. Legal Indemnification:

Without prejudice to the rights and remedies of the employer, you hereby legally indemnifies Blockwiz Solutions Ltd and or any of its directors from any damages, costs or disbursements resulting from any litigation in respect of the Restriction of Trade and Confidentiality clauses contained in any Contract of Employment entered into between you and any of his/her previous employers.

This Agreement is made subject to your not being under any obligation to any other employer. Please sign below as a declaration of having read, understood and agreed to the contents of this Agreement.

You are required to sign two copies of the agreement and return one copy to the company. By signing below, both the parties declare that they have read and fully agree to the contents of this Agreement.

We look forward to a long term association with you.

Yours sincerely,

For Blockwiz Solutions Ltd

Dev Sharma

Founder & CEO

Dev Sharma

I Accept

_____

Note: The offer needs to be accepted within 24 hours of sending it to you. If not accepted, the company shall have the right to revoke it.

COGNITIVEBOTICS

Letter of Understanding for CONSULTING Services

This Agreement is entered into by and between **CognitiveBotics Technologies Private Limited, hereafter "the Company,"** and **Ms.Esha Kanoj,** hereafter referred as **"Intern-Clinical Psychologist."**

The undersigned do hereby covenant, contract, and agree as follows:

1. **Scope of Services**: Intern-Clinical Psychologist is hereby engaged to perform services to The Company including, but not limited to the following:

a) Intern will be involved in writing scripts for the given tasks which are aimed at skill enhancement of children with Autism Spectrum Disorder (ASD) as part of Company's Software Application for Autism Integrated Interventions using AI Technology.

Intern will proactively participate and discuss in meetings with Clinical Psychologist

b) – Ms Subha Ramaswamy where the tasks will be explained clinically.

You will be involved in regular meetings with different teams – Seneca Global IT, Therapists team, Video Production team, AI team, HR – Internal and Outreach Team, Product Management team, Marketing teams.

Will ensure all the objective videos, Audiovisual AV, Chatbot, Games and Homebased activities scripts development aimed at skill enhancement of children with Autism Spectrum Disorder (ASD) will be developed under the supervision of senior therapists and ensure the end to end process is completed.

During the efficacy testing of the product, you will be actively involved in conducting webinars to parents, communicate with parents clarify their queries and encourage them to use the product, take their feedback and discuss with the internal team to ensure quality of the product is maintained.

COGNITIVEBOTICS

You will be working with agencies associated with the product development. Support parents and children will be using the app. Implementing all the responsibility entrusted to you by the top level management. Responsible for working on any new responsibilities assigned to you on timely manner based on the organization/business need.

Salary: The Company agrees to pay the Intern-Clinical Psychologist a sum of Rs.30,000 per month (Gross)

2. **Working days/Hours**: Monday to Friday 9 hours and Saturday half day

   Intern will take initiative to ensure overall Quality of work to be delivered on weekly basis.

3. **Services**: The intern will assist the company in accordance with the Scope of Services in a psychologist Role for development of scripts for the various modules of Learning on the Application. She will receive guidance from senior psychologist and therapists' team on development of these scripts such that it is in line with the overall Product Strategy. This will be the Scope of Service. Services not included in the Scope of Service may be performed by the Intern at the request of the Company, pending discussion and approval by both the Intern and the Company.

4. **Confidential Information**: Intern expressly agrees not to divulge, publish, or communicate any information regarding the Company, or its financial conditions to any persons without the express written consent of the Company. All information obtained by the Intern during this engagement and all suggestions and recommendations received by the Company will remain the property of the Company and the Intern shall keep all such matters confidential. The Intern shall sign and affirm a Non-Disclosure Agreement to this effect.

5. **Term**: The term of this engagement shall commence on October 27th, 2022, and shall remain in effect unless terminated in writing, with 30 days' notice, by either the Company or the intern

COGNITIVEBOTICS

6. If it becomes necessary to enforce any of the terms of this agreement the defaulting party agrees to pay all reasonable attorney fees incurred therein.

7. This agreement may only be modified in writing and contains the entire terms of the agreement between the parties.

Signed and Witnessed by both parties on October 27, 2022.

For CognitiveBotics Technologies Private Limited

Ramakrishna botta
Director - HR

Esha Kahoj
Address

flat no - 201, Hemachandra Residency,
Road no - 7, Sai Baba nagar colony,
Old Alwal, Secunderabad, Hyderabad.
Telangana - 500010

Ref No: 22681085
19-Oct-2022

Mehak Panjwani

Dear **Mehak**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **07-Nov-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date**:

Compensation and Benefits

Name:	Mehak Panjwani	**Designation:**	Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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

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 19-Oct-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

Mehak Panjwani, ____(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 **Mehak Panjwani**



Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

synchrony

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

10th Oct 2022

Rekha Mishra

Hyderabad

Dear Rekha,

Sub: Fixed Term Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Collections** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **Rs.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to Rs.2,50,000/- for you and up to three of your dependant
   - Personal Accident Insurance of up to Rs.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **Rs.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd [Formerly known as GE Global Servicing Pvt Ltd] chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. Your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you and may at its sole discretion enforce the notice period. Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purpose of this agreement.

5. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force.

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6. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

7. Your employment will start from **12-Oct-22** and shall automatically terminate after the expiry of the fixed term, i.e on **30-Apr-23**

Whilst employed by the Company:

7.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

7.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

7.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorized person/s.

7.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

7.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

8. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

9. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

10. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

11. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

12. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

Kanneevan

synchrony

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T 91-040 6765 0000

13. If these terms and conditions are acceptable to you:

    (a) Please sign and return the duplicate of this Appointment Letter on or before 12th Oct 2022 and
    (b) Report for duty at the Company not later than 12th Oct 2022, failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

14. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader
SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Rekha Mishra

COGNITIVEBOTICS

Letter of Understanding for CONSULTING Services

Date : 16/06/2022,

Name: Sowparnika Santhosh.

With reference to your recent interview for the position of CognitiveBotics "CB Coordinator", we are pleased to inform that we are offering you the position with COGNITIVEBOTICS TECHNOLOGIES PRIVATE LIMITED.

This Agreement is entered into by and between CognitiveBotics Technologies Private Limited, hereafter "the Company", and **Miss. Sowparnika Santhosh** hereafter "CB Psychologist cum Coordinator".

The undersigned do hereby covenant, contract and agree as follows:

1.Scope of Services:

CB Coordinator is hereby engaged to perform services to The Company including,

1. 'CB Coordinator' you will be involved in working with senior mentors in overall development and integrating the scripts into software which are aimed at skill enhancement of children with Autism Spectrum Disorder (ASD) as part of Company's Software Application for Autism Integrated Interventions using AI Technology.
2. 'CB Coordinator' is a dynamic and versatile role. You will be involved in regular meetings with different teams – Seneca Global IT, Therapists team, Video Production team, AI team, HR – Internal and Outreach Team, Product Management team, Marketing teams and Board Meetings.

3. CB Coordinator will publish minutes of the meetings from Status meetings, Therapists meetings, Board meetings and be involved in core designing of ILP (Individualized Learning Plan) and carry out the implementation of the assigned jobs that come up.
4. CB Coordinator will ensure all the Audio visual AV, Chatbot, Games and Homebased activities aimed at skill enhancement of children with Autism Spectrum Disorder (ASD) created by the therapists (Occupation Therapy, Behavior Therapy, Speech therapy and Psychology teams) will be integrated into Company's Software Application for Autism Integrated Interventions using AI Technology. You will be supervised and trained closely.
5. During the efficacy testing of the product you will be actively involved in conducting webinars to parents, getting consent form signed, collect baseline data of children with ASD, communicate with parents clarify their queries and encourage them to use the product, take their feedback and discuss with the internal team to ensure quality of the product is maintained.
6. As the child continues to use the software CB Coordinator will be involved in assigning the therapists, answering and sending the notifications to organizations, parents and clinics as needed. Helping parents understand their child's progress report and suggest further interventions or signposting the right domain specialist.
7. CB Coordinator will assist Seniors in Ethics application, analyzing data, publishing and presenting the results to both scientific communities and investors.

2. Salary :

The Company agrees to pay the employee a monthly salary of INR Rs 30, 000 gross (Rs 27,000/- Net).

3. Working days/Hours : CB Coordinator will be working 6 days per week based at CognitiveBotics office with early leave on Saturday afternoon.

4.Confidential Information: The CB Coordinator expressly agrees not to divulge, publish, or communicate any information regarding the Company, or its financial conditions to any persons without the express written consent of the Company. All information obtained by the CB Coordinator during this engagement and all suggestions and recommendations received by the Company will remain the property of the Company and the CB Coordinator will keep all such matters confidential. The CB Coordinator will sign and affirm a Non-Disclosure Agreement to this effect.

5.Term: The term of this engagement shall commence on 16th June, 2022 and shall remain in effect unless terminated in writing, with 30 days notice, by either the Company or the employee.

In the event that it becomes necessary to enforce any of the terms of this agreement the defaulting party agrees to pay all reasonable attorney fees incurred therein.

For CognitiveBotics Technologies Private Limited

Srinivas Punnamaraju
CEO

Sowparnika Santhosh
Address

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EMPLOYMENT AGREEMENT

This employment agreement (the "**Agreement**") is made on October 10, 2022 between Uber India Research and Development Private Limited, a company incorporated according to the laws of India with registered company number U74120TG2016PTC103809 ("**Uber**"), and K S Asmitha, residing at H. No 1130, Kalasiguda, Bolarum, Secunderabad - 500010, with ID number 3236 3034 6733 (the "**Employee**").

1. Commencement of Employment

1.1 The Employee's employment is expected to commence on **October 17, 2022** or no later than thirty (30) days after this date, following which the offer expires, and to continue unless terminated in accordance with this Agreement.

1.2 The offer of employment, the Employee's commencement date and the Employee's continued employment are subject to a number of factors, including but not limited to the following: (i) the Employee's eligibility to reside and work as an employee in the work location; (ii) satisfactory completion of local immigration requirements; (iii) satisfactory completion of any checks or verifications (which may include a background check) required by Uber; (iv) a determination by Uber, that the Employee's employment will not give rise to any concerns under Uber's Business Conduct Guide, including the conflict of interest provisions therein; and (v) the Employee's execution of the Restrictive Covenants Agreement (which sets out provisions relating to the protection of Uber's and any Group Company's business, including Uber's Confidential Information and post-employment covenants).

1.3 The first three (3) months shall be considered a probationary period (the "**Probationary Period**"). During the Probationary Period, the Employee's performance and suitability for continued employment will be monitored. A decision on the Employee's continued employment will be made on, or within a reasonable period of, the Probationary Period coming to an end. Uber reserves the right to vary or extend the Probationary Period in its sole discretion.

2. Position, Duties & Conduct

2.1 The Employee will be employed as "**SQRC 1**" and will have the powers, responsibilities and authorities assigned by Uber and/or any Group Company as are reasonably consistent with the Employee's position.

2.2 Uber's business constantly changes. As such, Uber may, at any time, with or without notice, change the Employee's job title, grading, duties, accountability and reporting line or reassign or transfer the Employee to another role which Uber considers the Employee is suitably qualified and experienced to perform, to the extent permitted by local law. This Agreement will continue to apply regardless of any such changes, unless otherwise agreed in writing.

2.3 The Employee must comply with all policies, rules and codes of conduct generally in effect for employees of Uber.

2.4 The Employee must not accept employment with or perform any services or activities for any third parties, whether paid or unpaid, which could give rise to an actual or perceived conflict of interest or which could limit the Employee's ability to fulfil his/her work responsibilities. Any outside activities that are paid must be approved in advance and in writing by the Employee's manager and Human Resources. Any outside activities that are unpaid and could give rise to an actual or

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 14, 2022

Ms. M Yamini
House No: 1-6-39/32, Road No: 17, Dinakar Nagar, West Venkatapuram,
Secunderabad, 500015
India

Subject: Offer of Employment

Dear M Yamini:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

M, 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:
By: Chandra Shekar Heggannur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

Acceptance

I, **M**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
819B0F4944B746E...
Signature

May 16, 2022
Date

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Annexure A

Ms. M Yamini **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

M Yamini **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

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M Yamini

Signature

Name

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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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
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Signature

May 16, 2022
Date

M Yamini
Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 14, 2022
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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

DocuSigned by:
819B0F4944B746E...

Signature	Name	Date
	M Yamini	May 16, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 14, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:

819B0F4944B746E...

Signature	Name	Date
	M Yamini	May 16, 2022

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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Date Signed by:
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Signature

M Yamini

Name

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Deloitte.

May 14, 2022

Ms. M Yamini

House No: 1-6-39/32, Road No: 17, Dinakar Nagar,
West Venkatapuram,

Secunderabad, 500015

India

Training Bond

Dear M:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

Date: 28th June, 2022

To,
Sadhvika Nagilla

Address
1-10-164 Saraswati nagar,
Alwal, Secunderabad 500010

Mobile: 9959159460

Appointment Letter

With reference to your application and subsequent interview with us, we are pleased to offer you letter of appointment in the services of the company on the following terms and conditions:

1. You will be designated as **"Executive - HR"**.
2. Your duties and responsibilities shall be as the company assigns to you from time to time.
3. You shall commence your duties from the date of joining i.e. **29th June 2022.**
4. **Pay & Emoluments:** You will be entitled to the stipend as per annexure attached herewith.
5. No other **Benefits / Allowances** will be applicable unless sanctioned by the company in writing.
6. Your present place of posting will be at **Hyderabad Office**.
7. Your performance during the period of **3 Months,** will be reviewed and based on the same you are liable to be confirmed on the permanent rolls of the company or extended, at the sole discretion of the company, confirmation of services will not be deemed to have taken place unless and until, informed to you, in writing.
8. As a confirmed employee, in the event of your leaving our employment or where the company desires to terminate your services for any reason whatsoever, the same can be done by giving **One week's** clear notice in writing by either party.
9. Any rules, regulations and orders promulgated by the company and applicable to employees of your level/cadre, will be application to you as though these rules, regulations and orders were a part of this contract of internship. This appointment is subject to the express condition that no claim is made for compensation for over time attendance, nature of work, holiday and accidents or hazards of occupation except according to statutes.
10. You will not, during internship with the company in terms of this letter-except so far as may be proper in the ordinary course of business and for the interest of the company- or at any tie thereafter, divulge or make known any information, secret process any or any information in any way whatsoever relating to the company or its business/ and/ or any of its customers and / or any information's or data and materials and / or any sketches, drawings, specification's etc., which come to your knowledge relating to the company's manufacturing process or any products or goods, and in the course of your employment, you shall always maintain strict secrecy regarding any technical or other business information gained or acquired by you or imparted to you in the course of your employment both during or after your employment with the company in terms of this letter.
11. The assignment offered to you is on a **full-time** basis.
12. You will not acquire any patent rights in relation to any company's products, or service to be performed.

13. This appointment is subject to your being certified medically fit at the time of joining.
14. Any change in your residential address must be communicated to HR Division in writing with supporting proof.
15. This appointment will cease immediately when any of the statement made or particulars given in your application are found to be non-factual or incorrect.

Please signify your acceptance of this appointment in the above-mentioned terms and conditions by signing and returning the duplicate copy of this letter in the space provided below.
We welcome you in this organization and wish you a successful career with us.

Yours faithfully,



For **Echobooom Management and Entrepreneurial Solutions Private Limited,**
Name: Richa Shetty
Designation: Chief Operating Officer

Monthly Salary Annexure

Earnings		Deductions	
Basic	7,750	TDS	-
HRA	3,875	Advance	-
Education Allowance	2,325	PT	200
Travelling Allowance	1,550	Leave	-
Arrears	-		
Total Earnings (A)	**15,500**	**Total Deductions (B)**	**200**
Net Salary (A-B)			**15,300**

Broadridge Financial Solutions (India) Private Limited
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PTC052368

B +91 40 6627 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

Oct 11, 2022

Ms. Haritha Pasham,
26-122/1/32/3/1, Plot no-114, Safilguda, Malkajgiri, Secunderabad,
Hyderabad 500047

Dear Haritha,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position: Process Analyst

Grade: G1 L1

Date of Joining: On or before Oct 20, 2022

Compensation: Gross compensation of Rs. 302728/- (Rupees Three Lakhs Two Thousand Seven Hundred and Twenty eight only) per year including 12% bonus. Details are attached.

Training Period: On your acceptance of this offer, you will be required to undergo a training program. This training program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and at the end of the training program, you will be required to undergo such qualifying and evaluation tests as per business needs of the organization.

Probation Period: You would be on probation for the period of six months (including your training period) from the date of joining. Based on your performance during this period and subject to you successfully completing the training program and the qualifying and evaluation tests, you will be offered a full time position with the organization. You will not be entitled to terminate or resign from the services during the probation period. Provided, however, that we shall be entitled to terminate your services at any time during the probation period without giving any notice. Upon the expiry of the probation period, we shall be entitled to terminate your employment by giving 3 months' notice and in accordance with our Separation Policy applicable to employees, which may be amended from time to time.

Service Agreement: You are required to serve the organization for a minimum period of 1 year from the date of joining, including the probation period. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, in accordance with the provisions contained in the Deputation Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Hyderabad. However, your services are transferable, and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

Broadridge

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, it shall be deemed that you have rejected this offer of employment.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,



Rajita Singh
Head Human Resources

Accepted

_____
Haritha Pasham

Broadridge

Details of Salary

Name : Haritha Pasham

Position : Process Analyst, G1 L1

A. Monthly Salary	Rs. / pm	Rs.
• Basic Salary	11775	
• House Rent Allowance	4710	
• Flexible Benefits	2333	18818
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1413	
• Gratuity	566	
• ESI	611	2590
Gross Monthly Salary		21408
Total Yearly Salary		256900
Bonus (12% of Yearly Salary)		30830
Sodexo		15000
Gross Yearly Compensation		302728



Deloitte Tax Services India Private Limited
Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Ms. Preethi Shukla
H No 08-354/7/3/47, MN Reddy Nagar Phase 2, Suchitra,
Hyderabad, 500055
India

Subject: Offer of Employment

Dear Preethi Shukla:

On behalf of **Deloitte Tax Services India Private Limited** (the ''Employer'' or ''Company''), I am pleased to confirm our offer of employment to you as **Tax Consultant IAA** -**FTH** 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 **January 23, 2023**.

Your employment shall be for a fixed term of **14** Weeks and will end on **April 28, 2023,** unless terminated earlier either by you or by the Employer in accordance with the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement and the terms and conditions of service.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your compensation, you will receive a Total Monthly Salary of **Rs./₹ 27,084/-** during the fixed term of your employment. 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **January 23, 2023**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm -6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

This letter and **Deloitte Tax 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.

Preethi, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team. If you wish to discuss any detail of this offer, please feel free to contact us.

Sincerely,

For Deloitte Tax Services India Private Limited
Best regards,

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu 3CA22090A35D4BA...
Signature

Authorized Signatory

Acceptance

I, **Preethi Shukla**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

Ms. Preethi Shukla
H No 08-354/7/3/47, MN Reddy Nagar Phase 2, Suchitra,
Hyderabad, 500055
India

Annexure A

Ms. Preethi Shukla **Tax Consultant IAA -FTH**

Description	**Monthly** (Rs. per month)
Basic Pay	**9,500**
House Rent Allowance (HRA)	**4,750**
Special Allowance[1a & 1b]	**4,805**
Leave Travel Allowance[2]	**950**
Differential Allowance	**3,079**
Meal Card[3]	**2,200**
Employer's contribution to PF	**1,800**
Total Salary (in Rs.)	**27,084**
Medical Insurance Premium[4]	**3,014**

** All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Deloitte.

Preethi Shukla **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Tax Services India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India** (the "Employer") as **Tax Consultant IAA -** 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, **Tax Consultant IAA** 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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 Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **January 23, 2023**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

_____ _____

Signature Name

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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

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]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

_____
Date

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 Tax Services 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.

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2. 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.

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 **January 23, 2023**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____ _____

Signature Name

27th May 2022

To: Ms. Preethi Yadav

Dear Preethi,

WeMakeScholars Edtech Pvt. Ltd. ("the Company") is pleased to offer you employment as **Junior Financial Officer** at Hyderabad on the following terms:

1. Duties

As Junior Financial Officer, you agree to devote the whole of your professional time, attention and energy to the performance of your designated tasks and not, directly or indirectly, consult with, advise, work for or have any interest in any competing business or pursuit during this employment that creates a conflict of interest.

2. Remuneration Package

Annual Compensation: You are being offered an annual CTC between the range of **Rs. 4,00,000 - Rs. 4,30,000 (Four Lakhs to Four Lakhs Thirty Thousand only)** which is divided into Fixed Pay (inclusive of standard company benefits) between the range of Rs. 2,70,000 - Rs. 3,00,000 (Two Lakhs Seventy Thousand to Three Lakhs only) plus performance-based variable pay of Rs. 1,30,000 LPA (One lakh thirty thousand). Annexure-I specifies the breakdown of fixed pay into net monthly take-home.

3. Benefits

You shall be entitled to any benefits available to personnel in your job category and for which you are eligible in accordance with any benefit plan or policy adopted by the Company during your employment. Please check Annexure- II for the details of benefits.

4. **Exclusive Monetary Compensation**

You agree that your compensation under Clause 2 of this letter constitutes the full and exclusive monetary consideration and compensation for all services rendered by you under this letter of agreement.

5. Working Hours

The normal expected standard working hours are 9:30 am to 6:30 pm from Monday to Saturday with 2nd and 4th Saturday Off. However, there may be occasions where you may be required to work beyond these hours and you are expected to cooperate accordingly. Your salary includes compensation for any such additional hours.

6. Employment Contract:

You are obliged to serve a minimum period of 12 months at the company. If you break this contract before completing your tenure, you would be relieved on payment of a sum of money equal to three month's salary in lieu thereof.

7. Probation Period:

For the first 4 months at the organization, you will be under probation. Please note that the fixed salary for the probation period is Rs. 20,000 Per Month . Any incentives generated during this period will be paid in similar terms as per Annexure 2. During the first 3 months of your prohibition period, No work from home and leaves will be provided. But kindly note that if the company doesn't find your learning satisfactory during these 4 months period and decide to end this relation, the first 15 days salary will be deducted, before settling the dues, as that is a pure training period. Contract terms and conditions are applicable.

7. Separation with no Cause

For separation with no Cause, either party may give notice of separation of employment at any time, subject to two months' notice in writing which is mandatory. Following any termination of the period of Employment, you shall fully co-operate with the Company in all matters relating to the winding up of pending

work on behalf of the Company and the orderly transfer of work to other employees of the Company. You shall also cooperate in the defense of any action brought by any third party against the Company that relates in any way to your acts of commissions while employed by the Company provided that you are adequately compensated for such co-operation and that all costs and expenses associated with the same, including any legal costs incurred by you, are paid by the Company. 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 the Company and shall be returned promptly to the Company upon termination of the period of Employment.

8. Separation for Cause

At any time, the Company may terminate your employment for a cause (as defined below): The Company shall pay you all compensation then due and owing. Termination for "cause" means the failure on your part to properly carry out your duties after intimation by the Company of the failure to do so and an opportunity for you to correct the same within a reasonable time and with imposition of some extra unpaid workdays, 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 Company or the carrying out of your duties. Kindly note that it may or may not have a notice period. The bond breaking fee will be applicable incase, company terminates you, with a sense that you are intentionally not willing to abide by the work or other policies.

9. Policies and Procedures

You agree to adhere to the policies and procedures contained in the Company's Employee Handbook as they may from time to time be amended by the Company and called to your attention. You also agree that these policies and procedures shall be binding upon you, except that if they are inconsistent with this letter of agreement, this letter of agreement shall govern. You agree that it is your duty to acquaint yourself with the Company's policies and procedures, which are available to you in the offices of the Company, in case of doubt as to your conduct, rights or

obligations and in advance of taking an action. You also agree to the terms of the Company's Employee Confidentiality and Non-Compete Agreement, which you agree to review carefully and to sign before commencing employment.

10. Modification

The terms of this letter of agreement between you and the Company may be amended only by an agreement in writing signed by you and the Company.

11. Entire Agreement

The terms of this letter of agreement together with its attachments, when accepted and signed by you, embody the complete agreement and understanding between you and the Company related to your employment. Once agreed to, this letter of agreement supersedes any and all other prior or contemporaneous oral or written agreements between you and the Company with respect to your employment and contains all of the agreements of any kind whatsoever between you and the Company with respect to your employment. You and the Company acknowledge that no representations, inducements, promises or agreements, whether oral or written, express or implied, have been made either by you or by anyone acting on behalf of the Company that are not incorporated in this letter and that no other agreement or promise not contained in this letter shall be valid or binding.

12. Voluntary Agreement

You represent and agree that you have reviewed all aspects of the terms set forth in this letter, have carefully read and fully understand all of its provisions, have had the opportunity to review any and all of its aspects with legal, tax or other advisors of your choice, and, by your signature below, are voluntarily entering into this agreement with the Company.

13. Pre-Joining requirements: On the date of signing the offer letter, please submit the following documents:-

Documents Checklist	**ACK**
Original 10th Marksheet	
Original 12th Marksheet	
Degree Certificate original or Provisional certificate	
Degree Sem original marksheets	
Copy of relieving letter	
Copy of work experience certificate	
Copy of Aadhar Card/Driving licence	
Copy of Pan card	

These documents will be with the organization for your employment tenure.

Annexure-I

Fixed Pay Breakdown

Annual fixed CTC	2,70,000 - 3,00,000
Fixed monthly compensation	22,500 - 25,000
Base Salary	11,750 - 13,250
House Rent allowance	3,900
Medical Allowance	520
Conveyance Allowance	2,080
Car perquisites	1,625
Leave travel Allowance	1,625
Deduction of Professional tax	150
Net Take Home Monthly Salary (before Income Tax-TDS)*	22,350 - 24,850

Variable Pay:
You get file based incentive (paid monthly)**
Depending on your performance, you will be eligible for a variable pay of upto 1,30,000. The total variable can be higher or lower than 1,30,000 subjected to your performance in the organization.

Note:

- *All figures in rupees*
- *The above are subject to applicable taxes as per the Indian Income-tax guidelines*
- *All other terms and conditions of your appointment, not specifically altered by this letter, remain unchanged.*
- *Your compensation is personal & confidential to you. Sharing/discussing the same with anybody other than the designated authority is not permitted.*

**TDS would be deducted as per Indian Income-tax guidelines*
*** Company reserves the sole right to modify the incentive structure with further communication to all the beneficiaries.*

Annexure-II

This section defines the benefits and paid work-offs offered to you. Your rights under any such benefit policies or plans shall be governed solely by the terms of the policies or plans. The Company reserves to itself or its designated administrator the exclusive authority and discretion to determine all issues of eligibility, interpretation, and administration of each Company benefit plan or policy. The Company or its designated administrator reserves the right to modify or terminate each benefit plan or program.

Basic

A. Paid work-offs: You shall be entitled to 2 paid work-off/ leave per month (excluding the Sundays). This can be considered as sick leave or vacation leave.

B. Company Holidays: In addition to 24 annual paid leaves, you shall also be entitled to 17 festival / national holidays in a year as per the company calendar.

Advanced- When someone needs you more than us

We understand that sometimes you have more important things to take care of, than your work at the office. And we agree that monetary compensation may not be the right solution in such situations. Hence, to make our work culture better, we entitle our loyal team members with the following additional benefits.

A. Your wedding- Being a young team- mostly unmarried, we know that most of you will need our support to make your big day even better. Hence, you will be entitled to 8 days paid wedding leave if you had been with the company for a period of 18 months or more.

B. Maternity / Paternity leave- We believe that good work and life balance makes you more efficient. Hence, we don't want you to miss those important moments of life. You shall be entitled to 60 days Maternity or 20 days Paternity (including Sundays and company holidays in that period) if you had been with the company for a period of 30 months or more.

C. Taking care of Parents- Our parents need us more when they are growing old. As an employer, it is our responsibility to support you in that phase of your life. If you are with the company for 3 yrs or more, your work from home will be doubled if both your parents stay with you and are above 70. You will avail this benefit for the unlimited number of years until your parents are alive.

Date of reporting: I hope that you find the foregoing terms acceptable. Please indicate your agreement with these terms and accept this offer by signing and dating the duplicate copy of this letter and returning it to us. **Your Date of Joining will be in the month of July 2022**. The terms of this offer are strictly confidential between you and the Company.

We welcome you to WeMakeScholars Edtech Pvt. Ltd. and look forward to your contribution to growing the business together.

Sincerely,

GR Srinidhi
Application Manager (HR)
WeMakeScholars Edtech Pvt. Ltd.

I am happy to accept the offer of employment with WeMakeScholars Edtech Pvt. Ltd. **I will be joining in the month of July 2022** and look forward to being a part of the WeMakeScholars team.

ACCEPTED AND AGREED

_____ Dated: _____, 2022

Preethi Yadav

We look forward to hearing from you soon. Should you have any query, please do not hesitate to contact hr@wemakescholars.com (Phone No: +91-9346752922)



Startup Login, a part of 99 Strategic Advisors LLP
SURVEY NO 192 4TH FLOOR SARK HOUSE KONDAPUR VILLAGE, SERILINGAMPALLY MANDAL
HYDERABAD Rangareddy Telangana - 500084 IN

29.09.2022

To,
Tarin Patel
Hyderabad, India
(Mobile: + 91 9100592053, tarinpatel5@gmail.com)

Dear Tarin,

We are pleased to engage you as an Intern for working on Startup Login's Marketing and Business Development projects . The terms and conditions agreed are hereunder :

1. You would be engaged on this assignment starting 6th October, 2022.
2. You would be designated as an **Intern.**
3. You will closely work with the Startup Login directors and other team members from time to time and shall report to the same.
4. You would be paid a consolidated amount of **Rs 15,000/- per month**.
5. You can be made a full time employee after 3 months depending on your performance during the tenure of probation.
6. Any outstation travel done for Startup Login will be reimbursed at actuals. Local conveyance will not be reimbursed.
7. Our sole liability under this contract for any reason whatsoever is limited to making payments as per clause 4.
8. No provision of this contract may be waived or changed except by giving in writing by the concerned party from whom such waiver or change is sought and subsequent acceptance from the other party.
9. Any amendments to this contract shall only be in writing duly signed by an authorised authority of Startup login.

Confidentiality

10. You will keep the secrets of the company, and will not publish any article or statement , deliver any lecture or broadcast any releases to any media including social media, in relation to the Company activities and that of its incubatees unless you apply and seek Company's written permission to do so.
11. While you are in this association with us, you shall adhere to, obey and comply with all lawful orders of the Company office and faithfully observe all rules and regulations of the

Company as may be in force from time to time. You will faithfully serve the Company and use your best endeavours to protect and promote the Company's interests.

a) If you conceive of any methods of improving the offerings and processes in relation to the work of Startup Login and its clients during the course of your engagement, such developments will be fully communicated to the Company and will be and shall remain the sole rights/property of the Company.
b) The Company is the beneficial and lawful owner of all the confidential and proprietary design and technical information which the Company has acquired in the course of its operation. You will be required to maintain confidentiality in respect to this information you have access to or which is made known /available or imparted to you. Divulgence /misuse to any person or party, without written authority of the company or unauthorised use is strictly prohibited.

Non-Compete clause

It is well understood that during the course of this assignment, you will not offer your services to any other organisation, person, group or entity whatsoever. This is a full time assignment.

Termination

This contract can be terminated by either side by giving a notice in writing , of 1 month.

Please acknowledge the letter as a token of acceptance to the above terms and conditions.

Once again, welcome to Startup Login!

Sincerely
For Startup Login

Sunita Kumari
Designated Partner, Startup Login

I agree with the aforesaid terms and conditions in entirety and will execute the assignment from **29th September, 2022**

Signature: 

Date: 30th September, 2022

Regd. Office:
Wells Fargo Centre, Building 1A,
Divyasree NSL SEZ, Survey No. 66/1
Raidurga Village, Serilingampalli,
Hyderabad, India - 500032
Tes: +91 40 4012 1000
Fax: +91 40 4023 1100
CIN: U72200TG2006PTC051001
wellsfargo.com

Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited)
Embassy Tech Village
Deverabeesanahalli, Outer Ring Road
Varthur Hobli, Bengaluru, India 560103
wellsfargo.com

26th October, 2022

EXPRESSION OF INTEREST

Dear Madhuri Vadla,

We are pleased to inform you that you have been selected as a "Trainee" at **Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited) ("Wells Fargo")**, on the following terms and conditions:

1. You will be on a training period of **2 (Two)** months starting on **26th October 2022** and ending on the close of business on **20th December 2022** ("Training Period"). You will receive the training at iPRIMED Education Solutions Private Limited ("iPRIMED"), who is third party supplier of Wells Fargo.
2. During the Training Period, you will receive an all-inclusive payment of **INR 7000 (Seven Thousand)** per month, subject to applicable taxes. This payment shall be made by iPRIMED on behalf of Wells Fargo on completion of training during Training Period. On successful completion of Training Period, you will be provided with training completion certificate by iPRIMED, in the manner and form as may be deemed fit.
3. On successful completion of training and certification and subject to you being found fit for employment at Wells Fargo after due assessments, Wells Fargo will issue an offer of employment, subject to background screening process. Intended Role and Compensation in employment offer, subject to completion of training and certification: Total CTC **INR 3,06,000**, subject to statutory deductions.
4. As a trainee, you will have access to Wells Fargo's confidential information. You may be required to sign a Non Disclosure Agreement at the beginning of Training Period or thereafter.
5. iPRIMED may have the right to evaluate your performance and manage/supervise you during the Training Period, subject to necessary approvals from Wells Fargo.
6. With a prior notice of 7 (seven) calendar days; Wells Fargo may terminate this agreement with or without cause, before completion of Training Period.
7. During the Training Period, you shall abide by reasonable instructions of Wells Fargo and/or iPRIMED personnel.
8. You shall keep Wells Fargo and/or its employees, suppliers indemnified and harmless in the event of any loss, expenses, claim or penalties to/against Wells Fargo/its employees and suppliers, due to your act/s or omission/s or directly/indirectly attributable to you in any manner.
9. This letter is not an offer of employment and you are not entitled to claim employment with Wells Fargo and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. Wells Fargo shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

Please confirm your acceptance of above terms by signing and returning copy of this letter. Your signature below will confirm that you have read, understood and agreed to the terms and conditions of this letter.

For Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited)



Chandrasekhar Narayana Bhatta
Authorized Signatory

Agreed to and accepted by:

_____
Printed Name and Signature/Date

Deloitte Tax Services India Private Limited
Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Ms. V Preethi
Flat no 302, Arudra Abode , Rukmini Enclave, Bolarum Railway Station,
Secunderabad, 500010
India

Subject: Offer of Employment

Dear V Preethi:

On behalf of **Deloitte Tax Services India Private Limited** (the ''Employer'' or ''Company''), I am pleased to confirm our offer of employment to you as **Tax Consultant IAA - FTH** 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 **December 19, 2022**.

Your employment shall be for a fixed term of **13** Weeks and will end on **March 15, 2023**, unless terminated earlier either by you or by the Employer in accordance with the Non-Disclosure, Non Solicit and Intellectual Property Rights Assignment Agreement and the terms and conditions of service.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your compensation, you will receive a Total Monthly Salary of **Rs./₹ 27,084/-** during the fixed term of your employment. 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 19, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm -6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

This letter and **Deloitte Tax 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.

V, everyone you have interviewed with joins me in extending to you congratulations and warm regards. We look forward to you joining our team. If you wish to discuss any detail of this offer, please feel free to contact us.

Sincerely,

For Deloitte Tax Services India Private Limited
Best regards,

By: DocuSigned by: Chandra Shekar Heggannur Shivaramu CB17BE546824417...
Signature

Authorized Signatory

Acceptance

I, **V Preethi**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by: V. Preethi 63D2149245CF4F7...
Signature

Date

Ms. V Preethi
Flat no 302, Arudra Abode , Rukmini Enclave, Bolarum Railway Station,
Secunderabad, 500010
India

Annexure A

Ms. V Preethi **Tax Consultant IAA - FTH**

Description	**Monthly** (Rs. per month)
Basic Pay	**9,500**
House Rent Allowance (HRA)	**4,750**
Special Allowance[1a & 1b]	**4,805**
Leave Travel Allowance[2]	**950**
Differential Allowance	**3,079**
Meal Card[3]	**2,200**
Employer's contribution to PF	**1,800**
Total Salary (in Rs.)	**27,084**
Medical Insurance Premium[4]	**3,014**

** All compensation and benefits are based on employee's position with the Employer in India.

Contd/-....

Deloitte.

V Preethi **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Tax Services India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India** (the "Employer") as **Tax Consultant IAA -** 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, **Tax Consultant IAA** 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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 Tax Services India Private Limited

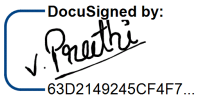


OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 19, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.



Signature

Name

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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
63D2149245CF4F7...

_____ _____

Signature Date

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Tax Services India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

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]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

DocuSigned by:
63D2149245CF4F7...

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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

_____
Date

I have read and understood the above policy terms.

DocuSigned by:

63D2149245CF4F7...

_____	_____	_____
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 Tax Services 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.

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2. 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.

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 **December 19, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Docusigned by:
V. Preethi
63D2149245CF4F7...

Signature

Name

mediamint

Name	A V Ajith
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Mr. Devansh Dixit
Road no.5, Maruti Nagar, Lothkunta,
Secunderabad, 500015
India

Subject: Offer of Employment

Dear Devansh Dixit:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

Devansh, 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:
Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Devansh**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

Annexure A

Mr. Devansh Dixit **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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/-....

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 Fuel & Maintenance Expenses as per eligibility mentioned below:

Employee Level - Associate Analyst	*[1a]Communication Expenses* *Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.* **Rs./₹3,000/-** per month	*[1b]Fuel Expenses* *Petrol / Driver / Insurance / Repairs & Maintenance* **Rs./₹7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Deloitte.

Devansh Dixit **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

_____ _____

Signature Name

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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

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]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

_____
Date

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.

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2. 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.

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____ _____

Signature Name

Deloitte.

Mr. Devansh Dixit

Road no.5, Maruti Nagar, Lothkunta,

Secunderabad, 500015

India

Training Bond

Dear Devansh:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

DocuSign Envelope ID: 97351C31-16C4-4657-8621-F61D8DF9840F

Deloitte.

Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 19, 2022

Mr. Ganpathlal Kumawat
12-66 adarsh nagar opposite Idpl colony, Balanagar Hyderabad,
Hyderabad, 500037
India

Subject: Offer of Employment

Dear Ganpathlal Kumawat:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

Ganpathlal, 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,

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu E0DC4939D953432...
_____
Signature

Authorized Signatory

Acceptance

I, **Ganpathlal**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Mr. Ganpathlal Kumawat **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Ganpathlal Kumawat **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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

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OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Ganpathlal Kumawat
_____	_____
Signature	Name

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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Ganpathlal Kumawat

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 19, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

_____	Ganpathlal Kumawat _____	_____
Signature	Name	Date

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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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 19, 2022
_____
Date

I have read and understood the above policy terms.

_____	Ganpathlal Kumawat _____	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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*.

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• 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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Ganpathlal Kumawat _____
Signature	Name

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Deloitte.

May 19, 2022

Mr. Ganpathlal Kumawat

12-66 adarsh nagar opposite Idpl colony, Balanagar
Hyderabad,

Hyderabad, 500037

India

Training Bond

Dear Ganpathlal:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

STRICTLY CONFIDENTIAL
LETTER OF OFFER

Date: **20-Jul-2022**
S. No: 4618 / Vacancy ID:77452

Dear **Gurram AdityaChowdary**,

National Identification Number: PAN: CJUPC7779K

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Associate**.

You are required to join duty on or before **01-Aug-2022** at our office in Hyderabad.

Your gross salary and other benefits forming part of your compensation is hereby detailed and enclosed as Annexure A & B.

On your date of joining, you shall be issued an Appointment Letter. You will also be required to sign a Non-Disclosure Agreement with us.

You will be on probation for a period of 120 (One hundred and twenty) days. Being a career growth company there will be a performance review at the end of your probation period.

Following are the documents that must be produced/submitted on the day of joining.

1. Original offer letter with your acceptance.
2. Education Certificates.
3. Appointment letter and latest salary increment letter of your previous employment.
4. Experience Certificates and Relieving Letter from the previous employers.
5. Recent salary slip issued by your current employer.
6. Aadhar card, PAN and Copy of passport (front and back).
7. Four passport size photographs.
8. Form 16 issued by your current employer.

Your employment is liable to be terminated in the event of non-submission of documents 1, 2,3 & 4 listed above.

In addition to the above, once you accept this offer, we will consider it as a consent from you to proceed with background verification checks through our empaneled agency.

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
www.ivy.global

Your offer may be withdrawn either if you do not join us on the proposed date or if you do not confirm your acceptance within three working days from the date of offer.

For Ivy Global Shared Services Private Limited



Anil Kumar Murari
Head - Human Resources & Administration (India)

I accept and agree:

Signature
Date: ____/____/____

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
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ANNEXURE – A

Name	: **GurramAdityaChowdary**	
Designation	: **Associate**	
Date of Joining	: **01-Aug-2022**	
SALARY STRUCTURE		
Gross Salary Components	**Monthly (INR)**	**Annual (INR)**
Basic	16667	200004
HRA	6667	80004
Special Allowance	7111	85332
Lunch Allowance (Meal Card)	1500	18000
LTA	1389	16668
Gross Salary (A)	**33334**	**400008**
Other Components	**Monthly (INR)**	**Annual (INR)**
Snacks Allowance	700	8400
Communication Allowance	3000	36000
Provident Fund company contribution#	1800	21600
Statutory Bonus	3333	39996
Gratuity##	801	9612
Other Components (B)	**9634**	**115608**
Total Cost (A+B)	**42968**	**515616**
Annual Total Cost (A+B) in words	Five Lakh Fifteen Thousand Six Hundred Sixteen	

- You are eligible to participate in the discretionary bonus plan, the 2022 Annual Bonus. Your bonus percentage for 2022 performance year will be 0% of your Gross Salary (A) and you will accrue bonus from 01-Aug-2022. The performance criteria for the 2022 scheme is based on the Group achieving the target.
- # Provident Fund company contribution up to maximum up to INR 1800 per month
- ## Gratuity as per law is payable after completing continuous services of 5 years and will be paid at the time of leaving the company.

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
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ANNEXURE – B

No.	Scheme	Coverage Amount	Eligibility
1	All Employee Transport Plan	Home pick up and drop facility will be provided to all employees	All Employees
2	Group Mediclaim Coverage (GMC)	INR 5,00,000/-	Employee + 5 Dependents
3	Group Personal Accident (GPA)	INR 10,00,000/-	Employee
4	Group Term Life Insurance (GTLI)	4 times of annual gross salary	Employee
5	Provident Fund Contribution	Company contribution is capped at INR 1800/-	Employee
6	Employee Deposit Linked Insurance and General Insurance	INR 5,00,000/-	Employee
7	Gratuity	As per Gratuity Act	Employees completed 5 years and above
8	LCSA (Life cum sum assured) linked with Gratuity	Varies based on Annual salary	Employee
9	Annual Health Checkup	As per company policy (one in a year)	Employee
10	Crèche Benefit	INR 16,000/- per annum	For employees having children less than 3 years
11	Annual Leave	24 Days	Employee
12	Maternity Leave	As per the maternity Act (26 weeks for up to 2 children)	Employee
13	Paternity Leave	7 Days	Employee
14	Public Holidays	12 Days	Employee

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
www.ivy.global

THE VISION GROUP...**beyond imagination**

OFFER LETTER

Dear M.BIKRASH SINGH,

This is in reference to the discussion you had with us. This is to confirm our offer you a position as per the details below.

Designation: Business Associate

Date: 14th AUGUST 2022.

You will be further introduced to a five level Global Leadership Program. Each level is designed to teach you all the aspects of Business Management viz. Personal Development, Team Management, Human Resource / Recruiting, Client Acquisition / Retention, Customer service and Project Management.

We encourage an open environment conducive to active learning and participation. Do not hesitate to ask any relevant questions that might help you in your development.

Looking forward to a long and mutually beneficial association.

ARVIND SHARMA,

BUSINESS HEAD.

06/06/2022

Mr. NISHANTH YADAV

Dear NISHANTH YADAV,

With reference to your interview, we are pleased to offer you the position of **Transport Specialist** and your posting will be at **"Hyd - Google".**

The CTC offered to you is INR.359400 /- per annum and will join us on or before 07/06/2022

This offer letter is subject to a satisfactory report on background verification.

A letter of appointment along with the detailed salary break-up will be issued to you on joining.

We welcome you to the Quess family and wish you all the best.

Please sign and return the copy of this letter to HRD as a token of acceptance.

Thanking you,

For Quess Corp Limited



Authorized Signatory

Annexure – A

Name: NISHANTH YADAV		
Location: Hyd - Google		
Designation: Transport Specialist		
Description	**Monthly**	**Yearly**
A		
Basic	15000	180000
H.R.A	6000	72000
CCA	2000	24000
Other Allowance	5000	60000
Gross Salary	**28000**	**336000**
B		
Provident Fund (@13%)	1950	23400
Total CTC Employee (A+B)	**29950**	**359400**

Note:-
This offer letter is subject to a satisfactory report on background verification.

For Quess Corp Ltd.

Authorized Signatory

Declaration by the applicant

I accept the offer and the terms and conditions of service as a fixed-term contract holder mentioned in this letter.

Date:

Place:

Signature of the Applicant

WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore,Karnataka, 560103
support@Codeyoung.com
8186928385

Employment Offer and Employment Agreement

25th May 2022,

Dear Vinay Anil Bhandare,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **6th June 2022.**

1. **BACKGROUND CHECKS AND REFERENCE CHECKS**

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.
For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. **Probation/ Training**

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled "Compensation"

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory char ges arising as a result of your employment with the Company , these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

Codeyoung

6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required fromtime to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14.DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess,is kept protected . Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months**' notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any c laims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoun g'scustomers or employees. This restriction applies during your tenure with Codeyoung and for aduration of two years after termination of your engagement with Codeyoung, regard less of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes

shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.

Codeyoung

CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung

Codeyoung

HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

Codeyoung

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung ("Codeyoung")

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as
a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a "Data Controller" and together the "Data Controllers").

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else's use (whether for profit or not) m ake copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

a. Codeyoung staff training video on data protection;
b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE
DATE

Codeyoung

DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

Codeyoung

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business- like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subje ct to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must bemade.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.

I **Vinay Anil Bhandare**,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE

Codeyoung

HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platf orms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

Codeyoung

HR 2.01 F10 – Data Consent Form

The CTC provided by the company is will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	**₹376,608**	**₹31,384**
C	Employer Contribution to PF	₹23,400	₹1,950
A	**Fixed CTC**	**₹400,008**	**₹33,334**
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	**Total Deductions**	₹24,000	₹2,000
A – B- C	**Net Salary**	**₹352,608**	**₹29,384**

With regards,

Shailendra Dhakad
Director
Codeyoung

CDK GLOBAL.

CDK Global (India) Private Limited
Regd. Office: 4th & 5th Floor, Building 12B,
Sundew Properties Ltd-SEZ, Raheja
Mindspace, Madhapur,
Hyderabad - 500 081, Telangana, India.
Phone: +91 40 6756 6000
CIN: U72900TG2014PTC103685

July 13, 2022

Mr. Harjot Singh Manyal
206,Sri Laxmi apts,Sri Laxmi nagar,
Hasmathpet road, Old Bowenpally, Secunderabad
Hyderabad 500009.

Dear Harjot Singh ,

Congratulations! Subsequent to the discussions we had with you recently, we are pleased to offer you an appointment at **CDK Global (India) Private Limited** (also referred to as 'CDK Global' or 'the Company'). Please find the details below:

Job Title:	Technical Support Specialist
Job Level:	11
Date of Joining:	On or before July 18, 2022
Compensation:	Gross Compensation of **INR. 350,004/-** (Rupees Three Lakhs Fifty Thousand Four Only) per year. (Details are attached)
Notice Period:	In case of resignation / termination of services, either party will be required to give a two month notice in writing.
Place of work:	Your initial place of work will be at Hyderabad. You may be asked to relocate to any of our units, departments or the offices of our affiliates, 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.

If you choose to accept this job offer and comply with the terms and existing policies which are modified from time to time, we request you to confirm your acceptance by signing a copy of this letter and sending it across to us within 2 days, failing which this offer of employment is liable to be invalid.

"Affiliate" means any entity that controls, is controlled by, or is under common control with the Company. For purposes of this offer letter, "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.

I accept,
Harjot

Details of your offer along with terms & conditions of your employment offer are attached.

We congratulate you on your appointment and wish you a long and successful career with CDK Global.

Sincerely,

Arvind Chaturvedi
(Managing Director)

Note: This document is issued in strict confidence and the details should not be shared with anyone

Salary Annexure

Name	Harjot Singh Manyal
Job Title	Technical Support Specialist
Job Level	11

Salary Components (Monthly)	**Amount (INR)**
Basic Salary	8,750
House Rent Allowance (40% of Basic Salary)	3,500
Conveyance Allowance	1,600
Flexible Benefits*	1,825
Special Allowance	8,271
Broadband/Internet Allowance	1,000
Advance Statutory Bonus	2,000
Retirals (Monthly)	
Provident Fund**	1,800
Gratuity	421
Total Annual Salary	350,004

**Leave Travel Allowance and Children Education Allowance.*
*** PF will be deducted as per the statutory norms.*
All payments shall be subject to applicable taxes and statutory withholding.

Harjot

Terms and Conditions

1. Working Hours

The Company operates 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

Confidential Information means information in whatever form (including, without limitation, in written, oral, visual or electronic form or on any magnetic or optical disk or memory and wherever located) relating to the business, customers, clients, suppliers, products, affairs and finances of CDK Global or any Group Company for the time being confidential to CDK Global or any Group Company and trade secrets including, without limitation, technical data and know-how relating to the Business of CDK Global or any Group Company or any of its or their suppliers, customers, clients, agents, distributors, shareholders, management or business contacts, including in particular (by way of illustration only and without limitation) matters with which CDK legal department is involved and including (but not limited to) information that the Consultant Company or the Individual creates, develops, receives or obtains in connection with this Engagement, whether or not such information (if in anything other than oral form) is marked confidential,

You are required to maintain an appropriate standard of confidentiality as may be instructed by the Company from time to time. Any disclosure of Confidential Information (including personal information kept on computer or other media) made unlawfully or without written permission from the Company outside the proper course of duty will be treated as a serious disciplinary offence and may result in dismissal.

Your obligations of confidentiality shall apply during your employment or afterwards All notes, memoranda, records and other documents relating to the business of CDK Global in your possession are and shall remain the property of CDK Global and shall be handed over by you to CDK Global on demand and, in any event, upon termination of your employment. You should understand that any breach of this clause would constitute a serious disciplinary offence for which you may be dismissed. Should you breach this clause after your employment has ended, the Company may take legal appropriate civil and criminal action against you.

You hereby give explicit consent to Company installing on IT equipment used in the performance of your duties software and tools designed to protect the Confidential Information of CDK Global (Security Tools). By signing this letter, you acknowledge that, while the Security Tools have the objective of protecting Confidential Information, they may potentially as a consequence of their operation collect, store, handle, process some of your sensitive personal data such as bank account numbers, credit card numbers, Aadhar card number etc., from time to time. The Company shall delete such personal sensitive information which was captured as a consequence of the operation of the Security Tools as soon as practical. The Company will not utilize your data for any purpose other than the protection of Confidential Information. In the event that you request the deletion of such data, the Company shall endeavor to delete such data as soon as it may be practically possible. Further, in the event of your separation from the Company on account of any reason, Company shall forthwith endeavor to delete your data as soon as it may be practically possible.

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 Company reserves the right to immediately terminate your services.

4. Documents

Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the Company, you are required to produce a copy of the relieving letter (if you have previous work experience) from your last employer.

5. Permanent Account Number (PAN)

PAN is mandatory under Income Tax Act, 1961 for processing the salaries. In the absence of PAN, TDS would be deducted as per the applicable provisions of Income Tax Act, 1961.

6. Statutory Benefits

Provident Fund: Provident Fund will be deducted from your salary as per Employees Provident Fund and Miscellaneous Provisions Act, 1952 (EPF). The Company will also contribute a matching amount towards your Provident Fund (PF). 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 per applicable provisions of the applicable statutory laws and rules made thereunder.

8. Flexible Benefits

The Flexible Benefit is a key component in your Total Annual Salary. 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 Company.

10. Personal Accident Insurance

You will be covered as per the existing Group Personal Accident Insurance Plan provided by the Company.

11. Leave

You are eligible for Privilege Leaves and Casual Leaves as per the Company policy. You are also entitled to avail the Public Holidays as per the Company policy. Leave should be taken, as mutually agreed between you and the reporting Manager.

For those members who joined the Company 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. Background Checks / Advanced Background Checks

Background checks (Address, Criminal, Education, Employment, Reference checks or any other check as required by the Company 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 Company policy / business need. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

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 Company reserves the right to immediately terminate your services.

cognizant

Ref No: 23415891
15-Nov-2022

Maduri Sai Vaishanavi

Dear **Maduri Sai**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 300,000**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **16-Nov-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")**,

Shibu Balakrishnan
AVP ?HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Vaishu **Date**: 16/11/2022

Employment Contract

Emp ID: DP7889

To,

Date: 25-02-2022

MADALA MANASA,
"venkateswara colony,suchitra h.no:-204
Hyderabad
Telangana
India.

Dear **MADALA MANASA**,

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 **part time** basis, and your responsibilities would be those of a **Sport Player** at our **Hyderabad** location effective **24-02-2022**.

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.

You would be entitled to non-statutory benefits such as Health & Social Security Insurance. Further you would be eligible to earn monthly performance bonus to a maximum of **0.0%** . Monthly performance bonus is payable subject to the successful achievement of individual and Company goals as specified by your manager from time to time.

Anand Dhandapani 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-

SRIKARA HOSPITALS

R T C X R O A D



Name : **N.GAYATHRI**

Emp. ID : SHR 602

Designation : **DIETICIAN**

Authorised Signature

■ RTC X ROAD ■ MIYAPUR ■ L.B. NAGAR
■ ECIL X ROADS ■ KOMPALLY ■ VIJAYAWADA

A Unit of Venkateshwara Ortho Healthcare Pvt.Ltd.

NOTE :

- Please display this card while on duty.
- Loss of this card must be reported to HR dept. immediately.
- This card to be returned to HR dept. on retirement / resignation.
- If you found, kindly return this card to Hr. dept. at the address below.

#10-3-188,
Near Near Rtc x Road Metro Station
, RTC X ROAD. TS. India

T: + 91 40 4646 0000
M: + 91 90 1000 3 000
E: info@srikarahospitals.com

www.srikarahospitals.com

DECATHLON
SPORT FOR ALL - ALL FOR SPORT

111719034032
Shaik sharine
Shareenshaik.oo7@gmail.com
FSND.
9849530448

Employment Contract

Emp ID: DP9107

To,

Date: 05-08-2022

SHAIK SHARINE,
Manikyanagar chintal house no 6-336,
Hyderdabad
Telangana
India.

Dear **SHAIK SHARINE,**

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 **part time** basis, and your responsibilities would be those of a **Sport PLayer** at our **Hyderabad** location effective **25-07-2022.**

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.

You would be entitled to non-statutory benefits such as Health & Social Security Insurance. Further you would be eligible to earn monthly performance bonus to a **maximum of 0.0%** . Monthly performance bonus is payable subject to the successful achievement of individual and Company goals as specified by your manager from time to time.

VADAPALLY VENKATA SUBODH 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

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

Decathlon Kukatpally
No. G01GF, Ashoka One Mall,
H No. 5-7-72S No. 118, Kukatpally,
Moosapet Hyderabad,
Telangana- 500 081.

Authorised Signatory

Accepted By Me

Employee Signature

HDFC Life | Offer Letter | Sunchu Prarthana

Inbox

HDFC Life Recruitment 20/12/2022
to me, MEGHNAM

Dear Sunchu Prarthana,

Greeting from HDFC Life!

We are pleased to offer you employment at HDFC Life Insurance for the post of Graduate Trainee.
Login to the Candidate Portal to accept the offer within 12 hours of receiving this message.

If you have any questions, feel free to get in touch with us. You can download the steps for reference from user manual while using candidate portal.

BHR Name: Meghna Manral
Contact No: 9839431829
Email ID: MEGHNAM@HDFCLIFE.COM

Regards,
Human Resource Team

Envelope ID: A03F0B58-0AC0-4C72-A9E7-0DA09F394417
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111719034041
dasarinikhil088@gmail.com

Jun 10 2022

HR/BP/0622/HC_APP787054
BSC food science & Nutrition
7995676513

Mr. Dasari Nikhil
H-NO:- 6-2-51/1,Balanagar , raju colony road , sanjeevaiah colony , near pjr statue,
Hyderabad,500030

Dear Dasari ,

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 Jun 10 2022. 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 Berkmeer India Private Limited.

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,

Kalid Santhosh Kumar
Manager Human Resources
Berkmeer India Private Limited

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

Signature:
Name: DASARI NIKHIL
Date: 6/10/2022

Encl: Annexure – I & II

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4C72-A9E7-0DA09F394417

Candidate Name	Dasari Nikhil
Designation	Trainee Process Consultant
Grade	PC2
Components	Location: Hyderabad

ANNEXURE II - SALARY & ALLOWANCES

	w.e.f - DOJ	Monthly	Annual
	"A" FIXED		
Basic		5,910	70,920
House Rent Allowance		2,364	28,368
Shift Allowance		5,000	60,000
Skill Allowance		1,502	18,024
"A" Sub-total - Gross Pay		14,776	1,77,312
	"B" RETIRAL BENEFITS		
Advance against Statutory Bonus		493	5,910
Provident Fund – *Employer's Contribution*		1,489	17,868
Gratuity		284	3,408
ESIC Contribution – *Employer's Contribution*		497	5,964
"B"Sub-total- Retiral benefits		2,763	33,148
Total Salary Cost (A + B)		17,539	2,10,460
	"C" VARIABLE PAY		
Performance Incentives *(@ 100% of given achievement targets)*		2,000	24,000
"C" Sub-total - Variable		2,000	24,000
Total Cost to Company (A + B + C)		19,539	2,34,460
	"D" INSURANCE / OTHER BENEFITS		
Total Cost to Company : (A + B + C + D)		19,539	2,34,460
Net Salary* - This is an approximate net amount and is subject to vary based on any change of rules or law relating to employee compensation (not limited to change in PF or ESI) or tax laws or any changes in the compensation structure		13,665	1,63,980

Benefit / Scheme	Description	Value / P.a
Performance Incentives	Will be paid every month on achieving process defined targets goals as defined in table below. The first three month's performance incentive will be paid on target during the seventh month payroll	Rs. 24,000p.a**
Subsidized Transport Service	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed.	Rs. 24,000p.a**
Voice Skill Allowance	In addition to the above, you will also be eligible to receive a sum of INR 25,000 (Rupees Twenty Five Thousand only) annually as voice skill allowance effective your date of joining. The skill allowance will be paid as follows: - It will be paid in equal monthly instalments along with the monthly payroll - This would attract the applicable statutory deductions like PF & ESIC - This allowance is applicable as long as you are deployed in the current process This allowance is over and above your CTC and this amount will not be considered for any salary review	Rs. 25,000**
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 6,00,000p.a**
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 1,00,000p.a**
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	12,000	18,000	24,000	26,400	30,000
PI Eligible amount (Rs. p.m.)	0	1,000	1,500	2,000	2,200	2,500

* 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.

Kanit Santosh Kumar
Manager Human Resources
Berkmeer India Private Limited

Dasari Nikhil
Date: 6/10/2022

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Ref No: 22301562
25-Aug-2022

Thumma Aishwarya

Dear **Thumma**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **30-Aug-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date**:

Compensation and Benefits

Name:	Thumma Aishwarya	**Designation:**	Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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

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 25-Aug-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

Thumma Aishwarya, ____(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 **Thumma Aishwarya**



Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

TATA

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219151267/Hyderabad/BPS/BTN
Date:29/06/2022

Dear Mr. Leela Krishna Thiruveedula,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20219151267/Hyderabad/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

111 19024048

Jan-2022

B.Sc. Maths, Stats & Computer science

wipro

January 31, 2022

Welcome to Wipro's Work Integrated Learning Program ("WILP")

Work Integrated Learning Programme
Wipro Limited, Dodda Kannelli
Sarjapur Road, Bengaluru - 560 035.
Phone: (080) 28440011/12, Fax: (080) 28440256

Dear V Abhishek,

Sub: Enrolment letter to Wipro's Work Integrated Learning Program ("WILP") as Scholar Trainee – Work Integrated Learning Program

Welcome to WILP!

With reference to your application, it is our pleasure to enroll you as a Scholar Trainee – Work Integrated Learning Program. This is a scholarship program customized as a robust academic and training program which will enable you to obtain M-Tech degree from one of the premier engineering institution / University in India.

The duration of the academic program shall be 48 months from the **date of enrolment to the academic program**. You will be enrolled into the academic program within 12 months from date of joining. 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 fruiiful relationship with you at WILP. Wish you all the best!

Yours sincerely,
For **Wipro Limited,**

Aparna Shailen

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

Oct 31, 2022

Mr. Vaddaraju Sai Krishna Raju
H No 6 -266 Uddamarry Village Muduchintalapally Mandal ,Medchal Malkajgiri District,
Hyderabad, 500078
India

Subject: Offer of Employment

Dear Vaddaraju Sai Krishna Raju:

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 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 **December 5, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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.

As an incentive to join the Company, you are eligible to receive a joining bonus of **Rs./₹ 25,000/-** subject to your reporting for full-time employment on **December 5, 2022**. This amount will attract applicable taxes and will be processed as part of your first month's payroll. You will have an obligation to repay the entire amount of your joining bonus if you resign your position or are terminated for cause by the Company within **12 months** of your start date.

You may also receive additional benefits, including and not limited to, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **December 5, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) provides its professionals with home pick-up and drop transport services within pre-defined boundary if their shift timings are between 8:30 pm - 6:00 am in Hyderabad; 9:00 pm - 6:00 am in Mumbai; and 8:00 pm - 6:00 am in Gurugram and Bengaluru.

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.

Vaddaraju Sai Krishna, 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:
By: Chandra Shekar Heggavur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

Acceptance

I, **Vaddaraju Sai Krishna**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Mr. Vaddaraju Sai Krishna Raju **Associate Analyst**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Vaddaraju Sai Krishna Raju **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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

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OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Vaddaraju Sai Krishna Raju
_____	_____
Signature	Name

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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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Vaddaraju Sai Krishna Raju

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Oct 31, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

_____	Vaddaraju Sai Krishna Raju	_____
Signature	Name	Date

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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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Oct 31, 2022
_____
Date

I have read and understood the above policy terms.

_____	Vaddaraju Sai Krishna Raju	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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7. NOTICE PERIOD FOR TERMINATION OF SERVICES

The notice period for termination of your services is **90 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.

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.

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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

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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.
• 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 **December 5, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Vaddaraju Sai Krishna Raju _____
Signature	Name

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Deloitte.

Oct 31, 2022

Mr. Vaddaraju Sai Krishna Raju

H No 6 -266 Uddamarry Village Muduchintalapally
Mandal ,Medchal Malkajgiri District,

Hyderabad, 500078

India

Training Agreement

Dear Vaddaraju Sai Krishna:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **December 5, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
E9A853DF6416413...
Signature

Authorized Signatory

August 18, 2022

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

Dear Aneesha Raj

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Practitioner - Finance and Administration Delivery, in band 3 to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise - you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

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



August 18, 2022

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

Dear Aneesha Raj

We are pleased to offer you the position of Practitioner - Finance and Administration Delivery, in band 3 at IBM India Pvt Ltd(IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e August 23, 2022. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

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

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- Any change of joining date must be communicated to the recruiter at least 5 days prior to your original joining date. The new joining date must be a weekday (except Saturday & Sunday) and should be no later than 5 days from the joining date specified above.
- On your first day of employment, please report at 9:00 am to 11th floor, B6 Building, Survey No 66/1 Raidurga Village Serilingampalli Mandal, Divyashree Orion Campus, SEZ Campus, Ranga Reddy, Hyderabad, Telangana - 500032. You will meet with your Onboarding Specialist who will assist you with your joining formalities. If you have any questions about your first day start paperwork, please send an email to pronboar@in.ibm.com.

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

hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

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

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

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

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

- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [6] months but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 90 day's notice or basic salary in lieu thereof.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.
- IBM encourages and fosters a culture of strong performance from its employees. Accordingly during your service with IBM, you will be required to comply with the following:
    - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
    - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
    - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
    - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
    - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
    - Your compliance with the above terms and conditions shall be reviewed from time to time and shall be an integral condition of your continued employment with IBM.

- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- You will, by default, be enrolled in IBM's Group Mediclaim Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.
- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your service without notice or compensation.
- You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com .To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) - which includes INR 50/- annual usage fee

at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.

- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM, and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- This offer is contingent upon you being fully COVID-19 vaccinated prior to your start date, and submitting proof of your vaccination status before the start date. During the Onboarding process you will be asked to confirm your vaccination status, and onboarding / start of employment with IBM is contingent on your satisfactorily providing proof of vaccination status. However, if you are unable to be vaccinated due to a valid medical or religious reason, please indicate the same when asked. IBM will consider such requests on a case by case basis subject to submission of required proof satisfactory to IBM, and may either exempt you from vaccination requirements, or may permit you to defer submission of proof of vaccination to an alternate date. IBM's decision in this respect shall be final. The specific procedure for you to submit proof of vaccination status, or requests for exemption, will be separately communicated to you.

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ANNEXURE A

DATE	August 18, 2022		
NAME	Aneesha Raj	BAND	3
DESIGNATION	Practitioner – Finance and Administration Delivery	LOCATION	Hyderabad

Compensation Components	IBM Offer (in INR)
1. Annual Basic Salary	180000
2. Annual Flexible Benefit Plan (FBP)	61000
Annual Reference Salary	241000

3. Retirals	
a) Provident Fund (PF)	21600
b) Gratuity @ 4.8%	8640
Annual Reference Salary + Retirals	271240
4. Performance Linked Variable Pay	0 to 27600
5. Annual Potential Compensation	**Annual Reference Salary + Retirals + Performance Linked Variable Pay**

*Company currently has performance linked variable pay program with performance measured against criteria announced at monthly or quarterly frequency. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

All salary components may be subject to restructuring or modification based on IBM policies.

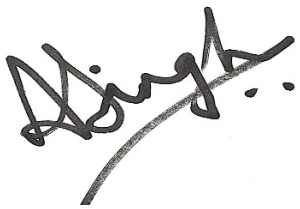
OTHER BENEFITS:

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

OTHER COMMITMENTS/ CONDITIONS

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

Signed By - IBM Authorized Signatory
Talent Acquisition Leader ISA



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

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

SIGNATURE

PRINTED NAME

DATE OF JOINING

DATE

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

SIGNATURE

PRINTED NAME

DATE

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Explanation of Compensation Components

Component	Summary Explanation*
1. Basic Salary	The fundamental salary component to which many other compensation components are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a) Leave Travel Allowance (LTA)	LTA can be used for up to maximum of economy class airfare twice during a 4 year period as per Income tax rules.
(b) House Rent Allowance	Maximum 50% of Basic Salary per annum. To be used for house rent.
(c) “Flat” Allowance	Remaining FBP funds and is a taxable amount.
3. Retirals	These elements of compensation are not paid out until later when certain conditions are met.
(a) Provident Fund (PF)	12% of Basic Salary is contributed to the Provident Fund.
(b) Gratuity	4.8% of Basic Salary, which denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit. Gratuity is payable to you as per the IBM Gratuity Trust Fund Rules and the Payment of Gratuity Act, 1972, on cessation of your employment after at least 5 years of continuous service with the Company. The amount of gratuity payable shall not exceed Twenty Lakh rupees (INR 2,000,000).
(c) ESIC	Until your monthly wages are up to INR 21,000/- per month, or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same.
Annual Reference Salary	Annual Basic Salary + Annual FBP
4. Performance Linked Variable Pay	Amount of Target earnings mentioned under Performance Linked Variable Pay Program is determined based on your specific role and process/client aligned and subject to change based on any changes to your roles & responsibilities. This forms a part of the variable earnings and actual earnings & frequency of payment will be as per the defined Company Policies. The management reserves the right at its discretion to modify/amend/withdraw/continue with the program.

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

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Other Benefits- Additional Information*

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

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

Group Mediclaim Insurance Policy for Self and nuclear family (spouse and up to 4 children)
By default, you will be enrolled in the Group Mediclaim Policy from the date of your joining with a coverage of up to INR 3 Lakh per year under Family Floater plan. As part of that, you can also enroll your immediate family (Spouse & up to Four Children) through our Third-Party Administrator's (TPA) website within 45 days of your joining. If you decide to avail Mediclaim insurance policy, there will be an applicable Co-share of premium deduction from your salary. If you wish not to be covered, you may choose to opt out within 45 days of joining. You have the option of enhancing this cover up to a maximum of INR 10 Lakh per year (incremental premium to be borne by employee).

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

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

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

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

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

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

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

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

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

c) In case of occupational disease as defined under the Act.

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

** IBM reserves the right, in its sole discretion, to amend, change, suspend, or terminate any benefit or other plan, program, practice or policy of IBM at any time. IBM does not have any obligation to, and nothing contained in these documents shall be construed as creating an express or implied obligation or promise on the part of IBM to, maintain, continue to offer, or make available such plans, programs, practices or policies.*

Maternity Benefit:

All women IBM employees are entitled for maternity benefits in accordance with the Maternity Benefit Act, 1966 and IBM Maternity Leave Policy as may be amended from time to time. These benefits currently include:

1) Maternity Leave for:

a) Delivery: Women employees are entitled to up to 26 Weeks of maternity leave with full pay of which not more than 8 weeks shall precede the expected delivery date.

b) Miscarriage/Medical termination: In case of miscarriage or medical termination of pregnancy, a women employee is entitled to 6 weeks of leave with full pay immediately following the day of miscarriage or medical termination of pregnancy.

c) Tubectomy: In case of tubectomy operation, a women employee is entitled to 2 weeks of leave with full pay immediately following the day of her tubectomy operation.

d) Illness: Women employees suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation are entitled to an additional period of 4 weeks leave with full pay.

2) Leave for Adoption/Surrogacy: Women employees are entitled to up to 12 weeks of maternity leave with full pay upon the adoption of a child or in case the employee has used the surrogacy arrangement.

3) Group Medical Insurance Policy covers expenses for pre and post natal consultations, prescribed medications and prescribed investigations incurred up to 60 days after maternity. The expenses covered are up to a maximum of INR 10,000 per maternity event. This benefit is a sub limit of the maternity benefit of INR 50,000 and is reimbursed on

production of complete and detailed bill and documents.

4) Women employees returning from Maternity can opt for work from home option if the role or function allows for remote working.

Kindly refer IBM Maternity leave policy and IBM Flexible work option policy in effect from time to time for more details in respect of the above benefits. For additional information including in relation to child care, please get in touch with your Manager or Human Resources Partner.

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ANNEXURE B - NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

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

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

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

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

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

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

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

4. I will comply, and do all things necessary for IBM to comply, with (a) the laws and regulations of all governments under which IBM does business, (b) the provisions of contracts between any such government or its contractors and IBM that relate to intellectual property or to the safeguarding of information, and (c) IBM's corporate directives, including, without limitation, policies and information technology security standards issued from time to time as well as the IBM Business Conduct Guidelines as amended from time to time.

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

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

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

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

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.

I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

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

Description of Excluded Development	Date Created	Named Party/Termination Date

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

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

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

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

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

I will not use for unauthorized purposes nor share with any unauthorized parties, either during or after my employment,

any personal information about others to which I may have access during my employment at IBM.

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

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

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

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

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

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

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

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

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

01-Apr-2022

B Vasanta Bai
Rk Puram,, Telangana
-500056
SECUNDERABAD
Telangana
INDIA

Dear B Vasanta Bai,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

June 3, 2022

Gurrala Swetha
H.no4−74 Doolapally ,medchal.
Hyderabad Telangana
500014

Dear Gurrala Swetha,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Analyst Accounting** at **salary grade 23.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **June 6, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Analyst Accounting** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.350,000.00**, **(Rupees Three Lakhs Fifty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.406,600.00**, **(Rupees Four Lakhs Six Thousand Six Hundred Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance−based incentive in addition to your basic salary. Your initial annual target incentive is **10%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%− 10%** of the fixed salary. Any annual or other bonus payments are discretionary, non−binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 90 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

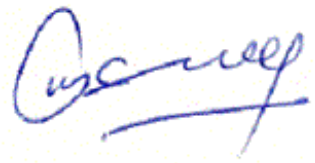
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Gurrala Swetha, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
Gurrala Swetha

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 90 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



Appendix 5

Your employment with the Company under this letter of appointment is subject to the fulfillment of following conditions:

1. Successful completion of the degree course that you are currently enrolled in.

2. Submission of a certified true copy of your Transcript of Records/Final Mark sheet/ Degree Certificate to the Company from your educational institution certifying that you have successfully completed the degree course by not later than **October 31,2022**;

You understand and acknowledge that, you must successfully complete your degree course and submit a certified true copy of your transcript of records/final mark sheet certifying that you have successfully completed the degree course within the stipulated deadline to continue your employment with the Company.

You also understand and acknowledge that in addition to conditions/ grounds for the termination of employment enumerated in Clause 7 of the standard terms and conditions of employment (Appendix 3) of this letter of appointment, failure to successfully complete your degree course and submit a certified true copy of your Transcript of Records/Final Mark sheet certifying that you have successfully completed the degree course within the stipulated deadline shall constitute a valid condition/ ground for termination of your employment by the Company and/or grounds for the Company to impose disciplinary measures against you.

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President | Human Capital

I have read the contents of this Appendix 5 to the letter of appointment carefully and understand and accept the obligations which it imposes upon me without reservation. I sign the terms and contained herein voluntarily and freely.

ACKNOWLEDGEMENT:

Candidate Full Name:

Date:

Madhapur,

techmahindra.com

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Info city, Hi-tech City Layout
Hyderabad 500081,India
Tel: +91 40 3063 6363 Fax: +91 40 2311 7011

Registered Office:
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Ref: 941204/2169016/Permt **Date: 29th November, 2022**

Konda Gayathri
H.No. 1-10-28/232/71, Shiva Sai Nagar Nagarjuna Nagar Colony
Kushaiguda Kapra, Secunderabad Ecil, Hyderabad, Telangana- 500062 Phone
No: 8374618549

Subject - Offer of Appointment

Dear **Konda Gayathri,**

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** on **U1** band**,** operating out of our **Hyderabad** office.

2. Your "Annual Total Cash Compensation" will be **Rs. 300000 (Rupees Three Lakhs Only).** Please refer **AnnexureA** for details on the compensation and statutory deductions.

3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

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

5. You are required to join on **29th November, 2022** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.

6. On the date of joining, you are requested to report to **Joining Team at 12:00 PM** to complete the joining formalities at **Tech Mahindra Limited, SEZ Block, Unit V, Bahadurpally, Hyderabad - 500043**. 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.

7. 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.

8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Joining Team** latest by **29th November, 2022**.

9. For any clarification / further Information on-

Madhapur,

techmahindra.com

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- Employment terms and conditions, please get in touch with Offers **Team** (E-Mail: **PS00551100@TechMahindra.com**)

For Tech Mahindra Limited



Mukul Sah
Group Function Head (Support) – Human Resource

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** -(Code of Conduct and Ethics).

Accepted

Date: Signature of Candidate:

Madhapur,

techmahindra.com

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Annexure - A

NAME	**Konda Gayathri**
TITLE	**Associate**
BAND	**U1**
LOCATION	**Hyderabad**

COMPONENTS	**Per Annum**
	(All figures in Indian Rupees)
BASIC (@35% OF TOTAL FIXED PAY)	89923
HRA (@70% OF BASIC)	62946
BONUS / STATUTORY BONUS	16800
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10791
EMPLOYER'S CONTRIBUTION TO ESI (3.25% OF TOTAL SALARY COMPONENTS)	0
PERSONAL PAY	76463
TOTAL FIXED PAY..... (A)	**256924**
TOTAL VARIABLE PAY (TVP)..... (B)	**28547**
ADDITIONAL BENEFITS..... (C)	**14529**
GRATUITY	4325
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	10204
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**300000**

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -

i) Company Transport:

- In the event of your availing Company provided transport to commute to and from office, deduction will happen from your salary as per applicable policy.

ii) ****Payment of Bonus:** The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

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iii) ***Performance Incentive** would be payable to you starting from your Go Live Date. Maximum amount based on 100% performance; however, the actual pay-out shall be based on individual performance against set targets and / or performance of the organization. The Performance incentive will be paid-out as per existing company policy.

iv) Insurance:

a) **Group Term Life Insurance Coverage:** You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.

b) **Hospitalisation coverage:** You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of **Rs. 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 enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **Rs. 2 lakhs.**

c) **Group Personal Accident Insurance (GPAI) coverage:** You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

Notes:

a) Performance Incentive will not be payable if you have resigned and are serving notice period or are not on the company rolls on the date of disbursement

b) Performance Incentive would be subject to Tax deduction as per Income Tax Act

c) The Company reserves the right to amend, modify, rescind / reinstate the above mentioned schemes partly or completely at any point of time.

With Best Wishes,
For Tech Mahindra Ltd.

Mukul Sah
Group Function Head (Support) – Human Resource

Accepted by :

Location :
Date :

Madhapur,

techmahindra.com

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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, knowhow, or inventions of Tech Mahindra Limited. 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) Employee data – By accepting this Offer and furnishing your personal data to the Company, You are according your irrevocable consent to Company to possess, deal with or handle Your sensitive personal data either by itself or through any third party agency during the term of your employment with the Company subject however to the terms of the Privacy Policy of the Company. You are aware that your personal data is confidential in nature and Company shall process the same in the course of its business, in terms of its privacy policy with due and reasonable care.

d) 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

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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.

e) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/NonSolicitation ("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 in Tech Mahindra Ltd

(ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.

(iii) You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.

(iv) You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd.

(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.

f) 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 AntiTerrorism, 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.
- You hereby agree not to involve in receiving any gift/bribery during your tenure with the Company. You shall abide and follow the Company's anti-bribery policy which is hereby incorporated for reference. This Company policy shall be amended from time to time.

g) 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 Tech Mahindra will either be Intellectual Property of the Tech Mahindra 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 Tech Mahindra Limited or the Client.

h) Non-Disparagement Obligations

You covenant and agree that, during the term of your employment and anytime thereafter, neither you nor any of your legal heirs or any person acting on your/their behalf, will in any way publicly disparage, bring into disrepute, defame, libel, slander or otherwise criticize the Company, its subsidiaries, affiliates, successors, assigns, officers, directors (including any former directors/ officers of the Company or its subsidiaries), employees, shareholders, agents, attorneys or representatives, or any of their clients, customers, partners, other service providers, or any of their products or services, in any manner that would damage the business or reputation of the Company or any of its clients, customers, partners, other service providers. Any violation of

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this section shall necessitate an investigation and appropriate disciplinary action including termination from the services and/ or appropriate legal action.

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**.**

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(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.

(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 fore with 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. <u>Statement of Facts</u>

(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.

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(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 of the Company including but not limited to the Code of Ethical Business Conduct, the Policy on Prevention of Sexual Harassment and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company

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Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra'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 Tech Mahindra's policies. Tech Mahindra 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

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

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.

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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.

(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.

(iii) You shall access only those web sites, which are relevant to your work at hand.

(iv) You shall not use any company resource for hacking or other unethical / illegal activities.

(v) You shall not circulate or distribute offensive/pornographic material through e-mail or in any other manner.

8. Overseas Service Agreement

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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 **Mumbai** only.

11. Retirement

Your services with the 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.

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.

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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 Tech Mahindra Limited'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 Tech Mahindra Limited'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 Tech Mahindra Limited 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 :

Annexure- C - Medical Declaration

MEDICAL DECLARATION FORM

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Applicant ID *(To be filled by HR)*		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?			

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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?			

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			

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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)

Annexure – D – Checklist of the Documents

At the time of joining, you are requested to bring the following documents in **original(For Verification only)**, along with 1 copy 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

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(b) Your relieving letter from your present organization

(c) Service Certificate from the last employer as well as all previous employers.

(d) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed.

(e) Two passport-sized color photographs with white background.

(f) 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.

(g) 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.

(h) Aadhaar Card
You MUST carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.

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.

Annexure E - Confidentiality Agreement

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. 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:

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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 Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.

3) Information from Tech Mahindra Limited'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 Tech Mahindra Limited and I shall regard it as confidential and secret information.
   - The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited 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 Tech Mahindra Limited.
   - 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 Tech Mahindra Limited.
   - I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
   - I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. Officials or the expressed written authorization of the third party owner.
   - Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., 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 Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited .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 Tech Mahindra Limited. upon termination of my employment.
   - This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.
   - 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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Annexure - F - Intellectual Property Assignment

Associate Name:
Associate ID:
Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited 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 Tech Mahindra Limited 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 Tech Mahindra Limited 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.

Tech Mahindra Limited 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, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout 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 Tech Mahindra Limited 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 Tech Mahindra Limited to secure to Tech Mahindra Limited., 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 Tech Mahindra Limited 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 Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED ACCEPTED

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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 Tech Mahindra Limited 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 Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited 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 Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited 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 Tech Mahindra Limited 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 Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees,

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customers, contractors, and subcontractors confidential, including the names, addresses, or special requirements of Tech Mahindra Limited'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 Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

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 Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited 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, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited 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 Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited 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:** Tech Mahindra Limited 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 Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited'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 Tech Mahindra Limited 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.

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6. **Partial Restriction on Post-Termination Competition:** Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited'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 Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential
Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited .

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 Tech Mahindra Limited (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 Tech Mahindra Limited 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 Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited 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 Tech Mahindra Limited within the two year period preceding the date my employment with Tech Mahindra Limited 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 Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited 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 Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited 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 Tech Mahindra Limited'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 Tech Mahindra Limited's business interests and proprietary information. I have sufficient skills to find alternative, commensurate employment that would not violate the terms of this

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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 Tech Mahindra Limited. 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, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited. 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 Tech Mahindra Limited., 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, Tech Mahindra Limited. 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.

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 Tech Mahindra Limited. (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 Tech Mahindra Limited. For liquidated damages in the amount of the gross salary earned by me during the preceding one year from the date

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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___

Signature

_____

Name of Candidate

For and on Behalf Of

Tech Mahindra Limited

Mukul Sah
Group Function Head (Support) – Human Resource

Annexure – H

PROOF OF ACCEPTANCE OF
Code of Ethical Business Conduct (CEBC)
And
Statement of Policies and Procedures for Preventing Insider Trading

To
Tech Mahindra Ltd.
Date of Joining: _____
Dear Sir/Madam,
I _____ Associate Id No _____

(Associate) of Tech Mahindra Ltd, do hereby state to have read and accepted that Tech Mahindra

Madhapur,

techmahindra.com

Tech Mahindra Limited
Info city, Hi-tech City Layout
Hyderabad 500081,India
Tel: +91 40 3063 6363 Fax: +91 40 2311 7011

Registered Office:
Gateway Building, Apollo Bunder Mumbai
400 001

Code of Ethical Business Conduct (CEBC) and Statement of policies and Procedures for Preventing Insider Trading. In Company website (www.techmahindra.com >> Investors >> Overview),

I have read and fully understood the above stated code of conduct and Ethics for directors and Associates and Statement of Policies and Procedures for preventing Insider Trading and shall abide by the policies, procedures and Principles contained therein.

I understand that any misinterpretation and /or false understanding given herein may attract penalties as laid down under the policy.

Authorized Signatory (HR) Signature of the Associate
Name:

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 15, 2022

Ms. Peketi Lakshmi Priyanka
H. No. - 7-32/5/5/A, jyothi nagar colony, boduppal, hyderabad, 500092,
Hyderabad, 500092
India

Subject: Offer of Employment

Dear Peketi Lakshmi Priyanka:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

Peketi 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,

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu E0DC4939D953432...
Signature

Authorized Signatory

Acceptance

I, **Peketi Lakshmi**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by: 182EE3B831514D5...
Signature

May 15, 2022
Date

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Annexure A

Ms. Peketi Lakshmi Priyanka **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

Employee Level - Associate Analyst	*[1a]Communication Expenses* *Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.* **Rs./₹3,000/-** per month	*[1b]Fuel Expenses* *Petrol / Driver / Insurance / Repairs & Maintenance* **Rs./₹7,500/-** per month

[1a] The internet/telephone/mobile bills should be in the Employee's name.

[1b] For claiming vehicle running expenses (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Peketi Lakshmi Priyanka **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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

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24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:
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Peketi Lakshmi Priyanka

Signature

Name

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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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
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May 15, 2022

Signature Date

Peketi Lakshmi Priyanka

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 15, 2022

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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

DocuSigned by:
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Signature	Name	Date
	Peketi Lakshmi Priyanka	May 15, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 15, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:
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Signature	Peketi Lakshmi Priyanka	May 15, 2022
	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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

Date Signed by:
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	Peketi Lakshmi Priyanka
Signature	Name

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Deloitte.

May 15, 2022

Ms. Peketi Lakshmi Priyanka

H. No. - 7-32/5/5/A, jyothi nagar colony, boduppal, hyderabad, 500092,

Hyderabad, 500092

India

Training Bond

Dear Peketi Lakshmi:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
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Signature

Authorized Signatory

Dear **Ms. Manisha Putta,**

Greetings from CANOPUS-GBS

Letter of Intent to Offer

This is with reference to your application and the subsequent interview you had with us.

We are pleased to offer you a position of **"Executive Assistant"** in "**Canopus GBS Pvt Ltd**" and we expect you to join us on **(20/07/2022).** You are requested to report to office at 9:30 AM on the date of your joining.

You will be based at our office **"Bangalore"** however, your services are transferable to any location of the Company or client site as and when required. Your employment with Canopus will be deemed to be confirmed after six months of your joining unless you are communicated otherwise within the said period. This confirmation is subject to satisfactory performance of the services expected of you.

This offer is subject to your acceptance, your medical fitness as certified by Company approved medical practitioner, submission of all your certificates in respect of educational qualifications, age proof and release letter/service certificates from present employer. Your Appointment Letter will be given to you on your joining subject to your submission of requested documents mentioned in the checklist enclosed.

You will be paid compensation as per the sheet annexed herewith.

CANOPUS
Global Business Services

SALARY SHEET

Effective from the date of your reporting for duties, you will be eligible for salary, allowances and other benefits as under:

Name of The Employee : Manisha Putta			
Designation :- Executive Assistant			
Description		**Monthly**	**Yearly**
Gross Salary		**20 000**	**2 40 000**
	TOTAL CTC------- >	**20 000**	**2 40 000**

A. Earnings

SL NO	Description	Monthly	Yearly
1	BASIC	8 000	96 000
2	House Rent Allowance	3 200	38 400
3	Medical Expense Reimbursement	1 250	15 000
4	Conveyance	1 600	19 200
5	Children Educational Allowance	800	9 600
6	PF Employer Share	960	11 520
7	Telephone / Internet Expense Reimbursement	800	9 600
8	Health Insurance Policy	N/A	3 500
9	SPL / Other Allowance	3 098	37 180
10	Hot Skill Bonus		
	CTC / Gross Earnings by Employee (A)	**19 708**	**2 40 000**

B. Deductions

SL NO	Description	Monthly	Yearly
1	PF- Employer Share	960	11 520
2	PF- Employee Share	960	11 520
3	PT	200	2 400
4	ESI- Employee	148	1 774
5	Income Tax		
	Total Deductions (B)	**2 268**	**27 214**
	Net Pay / Take Home (C=(A-B)	**17 440**	**2 12 786**

At any time during the course of your employment with the company, the company is entitled to terminate your employment without notice, if the information provided by you during the selection process is found to be in-correct.

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**

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

July 13, 2022

Manisha Raulo
Hyderabad, India

Dear Manisha,

We believe our employees' ideas can literally change the world - and we see it happen all the time. For more than three 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 Naveen Majeti, Manager, GAOC, with a start date to be determined.

Your monthly salary will be an amount of INR 33,334.00, details of which are set out in Part 1 of the Annexure.

All payouts including the 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.

Discretionary Annual Rewards

You will also be eligible to be considered for the corporate annual review process (eligibility during the first year after joining is subject to the joining date being on or before the cut off date for the particular year). During this review, each employee may be eligible for discretionary salary increases subject to assessment on various relevant criteria. The annual review process 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 - Bldg D 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 in lieu of notice, equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice if it has reasonable grounds, including deficiency in performance, acts of misconduct or negligence as per Qualcomm policy or guidelines, breach of this agreement, Qualcomm policies or any applicable laws.

Qualcomm

Without prejudice to the foregoing, 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 in lieu of notice equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice, if you are found to have been charged, or convicted for any crimes or offences against any work colleague or against Qualcomm or for crimes or offences, involving acts against the state, or acts of violence, harassment or harm (including of a sexual nature) against any person or property, at any time during or prior to your 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.

You shall return to Qualcomm all company property in your possession upon the cessation of employment.

Other Acknowledgements and Contingencies

You understand and agree that this offer of employment has been extended to you on the basis (i) of the information/representations made by you in your resume, application and/or documents and information provided by you (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.); (ii) that your employment with your former employer, if any, has been duly terminated; and (iii) that you have not been charged, arrested or convicted for any crimes or offences, including those involving acts against the state, or acts of violence, fraud, dishonesty, harassment or harm (including of a sexual nature) against any person or property. You understand and agree that this offer, and your employment with Qualcomm is based on all the foregoing being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any of the foregoing information/representations is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 07/27/2022. 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.

You should scan and email signed copies of these documents to Iftekhar Baig at iftekhar@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 Iftekhar Baig at .

Congratulations and welcome to Qualcomm!

Sincerely,



Qualcomm

Murali Malla

Director, 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: _____

PROPOSED START DATE: _____

Annexure to the Appointment letter

India Annexure	Per Annum - CTC (Part 1 below) Rs.	Per Month CTC (Part 1 below) Rs.
Manisha Raulo		
Accounting Processor, III		
Hyderabad_SEZ - Bldg D		

PART - 1

India Annexure	Per Annum Rs.	Per Month Rs.
Gross Salary	INR 400,008	INR 33,334
Gross Salary Components		
Basic Pay	INR 160,008	INR 13,334
House Rent Allowance	INR 64,008	INR 5,334
Flexible Benefit Plan*	INR 175,992	INR 14,666
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 159,996	INR 13,333
Gross Salary Sub-Totals	INR 400,008	INR 33,334
Retirals		

India Annexure	Per Annum Rs.	Per Month Rs.
Employer Contribution to Provident Fund**	INR 19,201	INR 1,600
Gratuity***	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,897	INR 2,241
Cost to Company (Salary + Retirals)	INR 426,905	INR 35,575
Company Paid Standard Benefits		
Mediclaim Insurance Premium	INR 41,000	
Personal Accident Insurance Premium	INR 170	
Group Term Life Insurance Premium	INR 991	
Total CTC (Gross Salary + Retirals + Co.Pd Std Benefits)	INR 469,066	

* 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.

** Provident Fund contributions will be as per applicable Provident Fund rules and regulations.

*** Gratuity payable as per Gratuity Policy of Qualcomm.

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Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka , India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

06 June, 2022

Ms Neha Kumari
Flat no.F1, S.V Residency,
Ushodaya Colony, UMCC hospital,
Hyderabad ,
Telengana - 500055

Contact No: 6306346558
Email: nehachaubey002@gmail.com

Dear **Neha**,

Subject: Appointment in the position of
Analyst 1

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before September 2022
In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before September 2022 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

1. POSITION:

You will be appointed in the position of **Analyst 1** in BC_IN_GDS_NFS_IA_SOX in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Hyderabad** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters

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relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week.Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

4. DATE OF JOINING:

As per our discussion your date of joining will be **25 July, 2022**

Your initial work location will be 6th Floor, Western Aqua,Plot No. 1, 2, 3 and 4, Survey No. 8, Kondapur, SerilingampallyMandal, RangaReddy, Telangana, 500084.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.
During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,33,333/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Hyderabad. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm.

8. CONFIDENTIALITY:

a. Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

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b. Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's

c. Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm . For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f. Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

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Building a better working world

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;
b. Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and
c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm' extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a. During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.
b. After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.
c. If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and

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salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.

d. The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e. The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm, without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your "Personal Data"). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

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18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm, from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

20. MISCELLANEOUS:

a. The following annexures form an integral part of this agreement.
   a) Annexure A - List of documents to be submitted
   b) Annexure B - Illustrative compensation break-up
b. Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.
c. Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.
d. Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.
e. Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.
f. Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.

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g. Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,
for **EY Global Delivery Services India LLP**

Signed By: Kabita Paul
Reason: Offer Letter
Location: Bengaluru
Date:06/06/2022 20:19:01

Authorized Signatory

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

Signed: Neha Kumari Date: 6/7/2022

Name: Neha Kumari

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Annexure A

Dear **Neha,**

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: ▸Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified/ ATT Certification - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Annexure B

Name	**Neha Kumari**	**DOJ**	**25 July, 2022**
Designation	**Analyst 1**	**Service Line**	**BC_IN_GDS_NFS_IA_SOX**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	11,111	1,33,333
House Rent Allowance (HRA)	5,556	66,666
Other allowance including flexible components 1	5,491	65,894
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**27,778**	**3,33,333**

Benefits (Estimated value)		
Insurance premium 3 (Group Medical + Group Personal Accident + Group Term Life)		23,869
Gratuity 4		6,413
Total of Benefits		**30,282**

Notes:

You will be eligible to participate in the GDS Variable Pay Bonus (VPB) Program, with a VPB percentage target of 5% at your rank. This target is indicative and the actual pay-out, each year, will vary based on the GDS, Service Line/Service Function and individual performance. Payment under any VPB program is subject to you being employed with the Firm as on the date of pay-out. Employees who join the Firm during the year, will be eligible for a pro-rated VPB amount, subject to meeting the guidelines of the Program. The amount is subject to income tax deduction, as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1] You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

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Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 4,00,000	Floater cover for self and five dependents which includes spouse/same sex partner, children and parents/parent-in-law. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 4,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[4] Gratuity will be paid as per provisions under the prevailing regulations.

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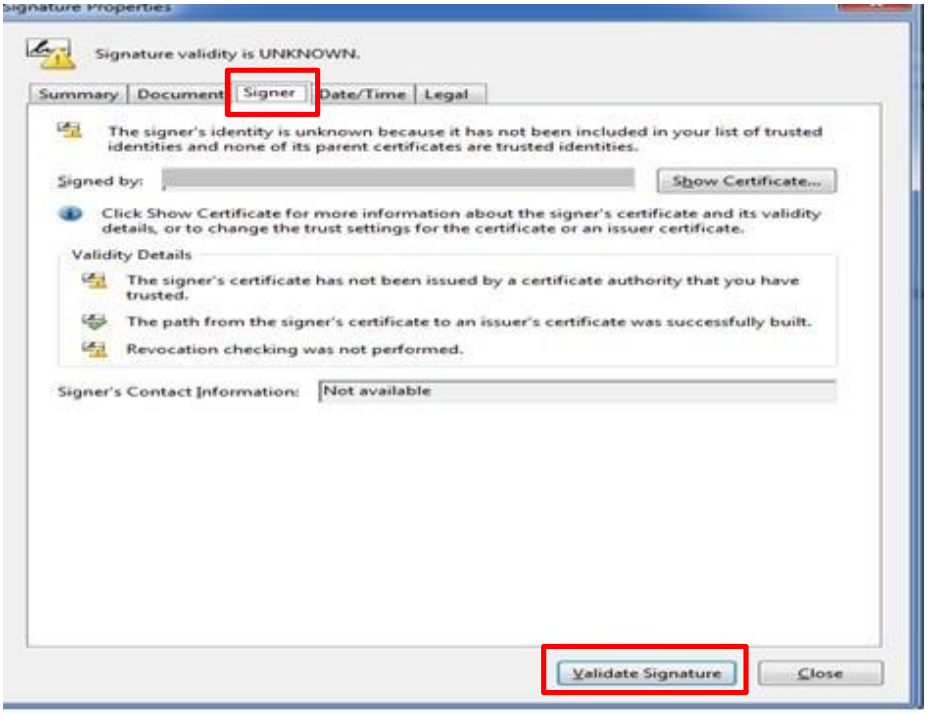
Steps to be followed for digital signature validation:-

- Click on the digital signature (*which has the question mark)*
- Click on 'Signature properties'



- Click on 'Signer Tab' and click on 'Validate Signature'



- Go to 'Trust' tab and click on 'Add to Trusted Identities'

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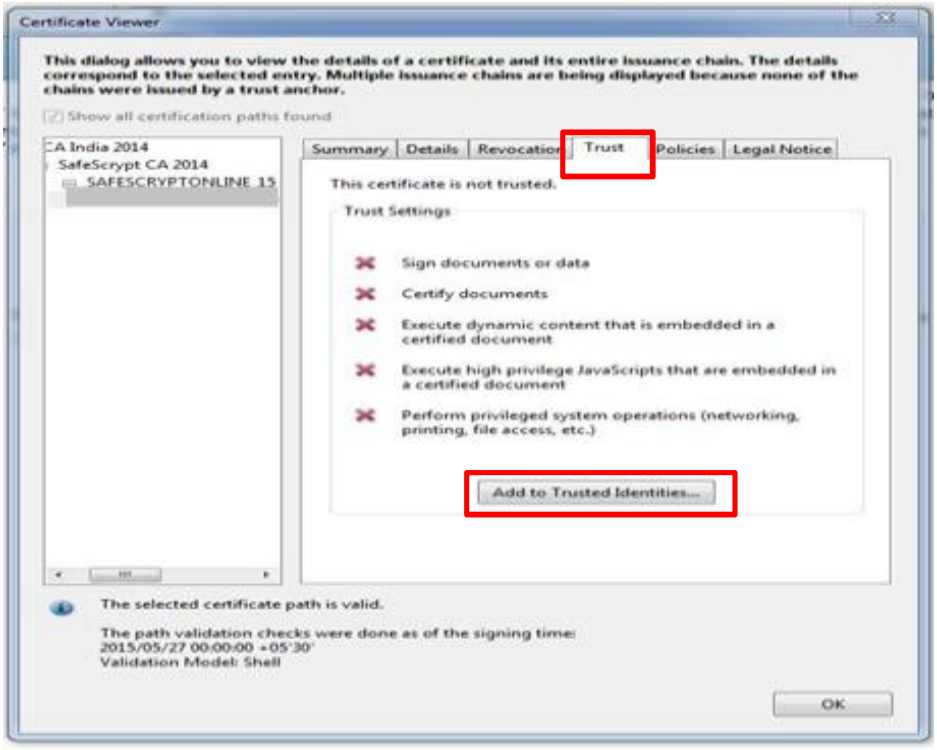
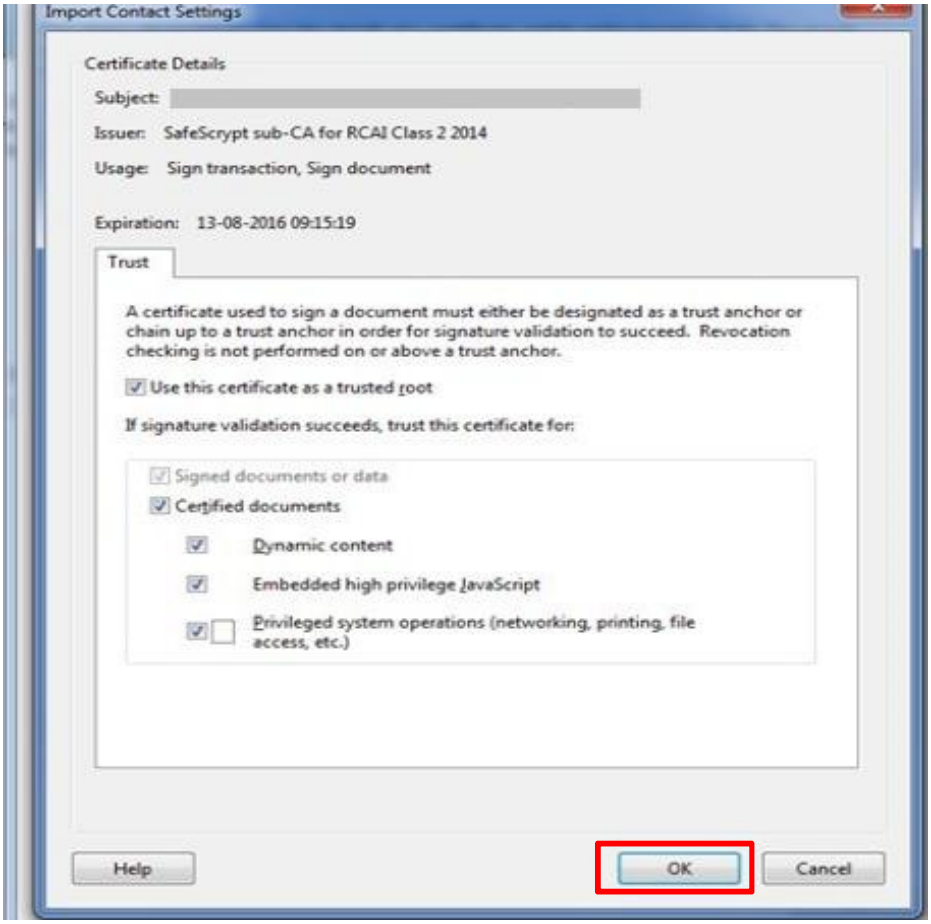


· Click on 'OK' and close the file



· Digital signature once validated, a green tick will appear on your offer letter



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What if you could personalize your career like you do your playlists?

A career as unique as you are.
It's yours to build.



The better the question.
The better the answer.
The better the world works.

EY
Building a better working world

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Getting started at EY



EY overview

At EY, our purpose is building a better working world. The insights and quality services we provide help build trust and confidence in the capital markets and in economies the world over.

In a world that's changing faster than ever, our purpose acts as our "North Star", guiding more than 300,000 EY people – providing the context and meaning for the work we do every day. We help digital pioneers fight data piracy; guide governments through cash flow crises; unlock new medical treatments with data analytics; and pursue high-quality audits to build trust in financial markets and business.

In other words, we are working with entrepreneurs, companies, and entire countries to help solve their most pressing challenges.

28
regions

150
countries

300,000
professionals

3
geographic areas

Americas; Europe, Middle East India and Africa (EMEIA); Asia-Pacific

"The EY organization is a place where aspirations are nurtured, guidance is provided and ambitions achieved.



Shahid Azam
Legal,
EY Global Delivery Services,
United Kingdom.

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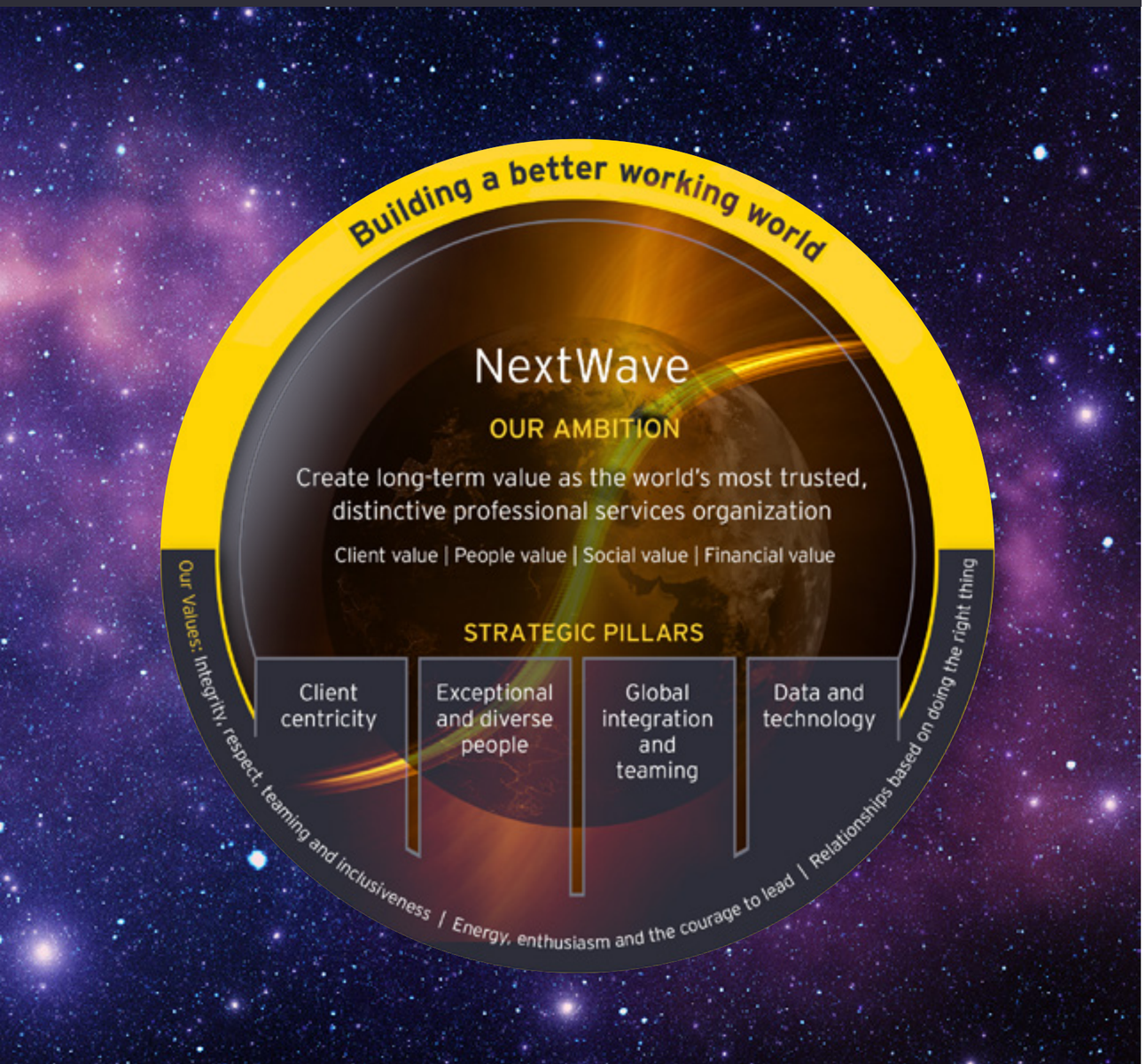
NextWave strategy



About NextWave

The EY organization today is in a great place. But the world is changing faster than ever, and we have to adapt to continue to thrive. Our ambition is to help create long-term value as the world's most trusted, distinctive professional services organization.

With the launch of NextWave, our strategy, we made a commitment to drive deeper engagement around our purpose. NextWave, inspired by the S-curve cycle of innovation, will empower us to find new S-curves to create long-term value for EY clients, EY people and society. It will help build a better working world. We will build on the strength of the past but also recognize the importance of capturing the "next".

Our four strategic pillars provide us with practical direction and address the most important areas we must focus on to compete and win: clients, people, data and technology, and global integration and teaming. And, our strategic initiatives underpin our pillars.

Our new strategy will propel us forward, allowing us to fulfil our purpose and achieve our ambition.

EY values

We are:

- People who demonstrate integrity, respect and teaming
- People with energy, enthusiasm and the courage to lead
- People who build relationships based on doing the right thing

"EY is an ambitious organization that thinks long–term and enables its leaders to be bold and brave while giving its people the comfort to innovate and contribute to the wider community.



Christophe Bilos
Global Services-IT
EY Global Delivery Services Poland.

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EY awards



Global recognition

EY professionals work hard every day to help build a better working world for clients, EY people and our communities. A collection of recent awards and accolades below.

FORTUNE magazine's "100 Best Companies to Work For®"

For the 22nd consecutive year, Ernst & Young LLP appears on FORTUNE magazine's "100 Best Companies to Work For" list.

Best Workplaces in Consulting and Professional Services

For the fourth year in a row, Ernst & Young LLP has been named one of the 2020 Best Workplaces for Consulting and Professional Services.

Best Employers: Excellence in Health and Well-being

Ernst & Young LLP has been named one of the Best Employers: Excellence in Health and Well-being.

Diversity Best Practices Leading Inclusion Index

Ernst & Young LLP has been recognized for the fourth year in a row, acknowledging our best-in-class diversity and inclusion practices.

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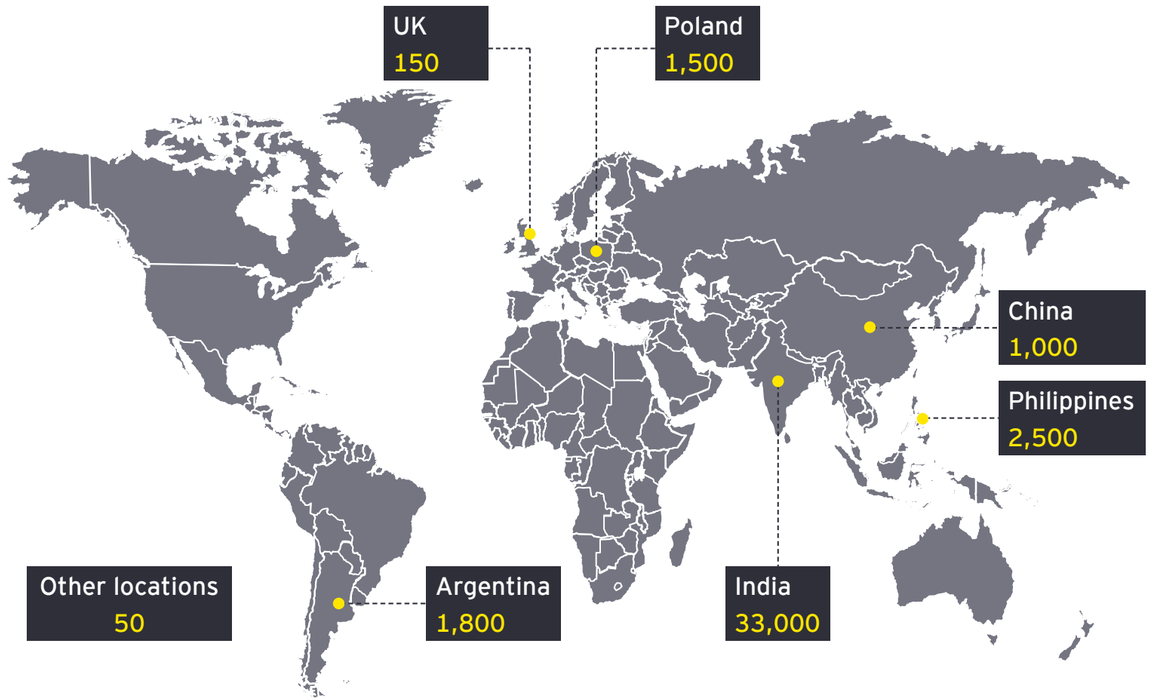
EY Global Delivery Services



EY Global Delivery Services overview

Global Delivery Services is one of EY's greatest global assets – service delivery centers that provide high-quality services at a competitive cost for all of EY's client serving and enablement teams.

With a footprint across all areas, EY people provide leading-class services at an industrial scale.

Every day, we combine our subject matter knowledge/experience with technology and automation skills, to develop new solutions that deliver greater value.

When EY teams partner with us, they unlock a talent pool that wins works, impresses clients, provides fresh insight and improves margin.

6 locations

16 cities

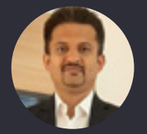
15 services

18 years of existence

18 language capabilities

over **40,000** professionals

"EY is a purpose led organization that provides a contemporary, innovative and entrepreneurial approach. There is a true sense of belonging, value, respect and involvement at each level. I am glad to be a part of this company and an awesome team!



Vighnesha Adiga
Knowledge,
EY Global Delivery Services India.

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Global Delivery Services awards



Industry recognition

At EY Global Delivery Services, excellence is a way of life. Respected organizations have recognized our efforts towards building a better working world. Some of our recent wins.

UiPath award

Jury recognition award in "Excellence in IT Operations Automation".

World HRD Congress award

Best Leadership Development Program for Top Management Diversity Impact Award for continuous innovation in HR strategy at work.

Working Mother and Avtar group

2020 Top 10 Best Company for Women in India
2020 Champion of Inclusion in Most Inclusive Companies Index (MICI).

DivHERsity award

Top 5 Companies in DivHERsity (Large Enterprises)

Top 5 Most Innovative Practices – DivHERsity Policies

Top 5 Most Innovative Practices – Women L&D Programs

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Our services



Client services

EY Global Delivery Services Client services works as an extension of client-serving EY engagement teams.

The teams provide quality services at an effective cost that help EY clients remain competitive in the marketplace and improve gross margin.

- Assurance
- Consulting
- Tax
- Strategy and Transactions
- Knowledge

“

Inspired by true leaders who lead by example, I’ve the exposure to work on many cutting–edge tools and technologies, drive innovation and explore new ideas.



Anzy Meerasahib
Consulting,
EY Global Delivery Services India.

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Our services



Enablement services

EY Global Delivery Services Enablement Services provide support to Client Services teams to reduce indirect costs, drive operating efficiencies and improve productivity.

Global Delivery Services also supports EY Client Technology, Enterprise Workplace Technology and Information Security teams.

It is at the center of our internal automation journey. Global Delivery Services Automation Central has been established to help deliver all of EY internal automation requirements, and has a global remit to support automation for use in service lines and enablement functions.

- Administration and Workplace Services
- Creative Agency Services
- Finance and Accounting Services
- Learning Solution Services
- Market Services
- Procurement Services
- Risk Management Services
- Talent Services

“It has been a wonderful experience working with EY Global Delivery Services as it gives you the opportunity to grow, learn, and develop your skills.



Clareena S Serrao
Talent,
EY Global Delivery Services India.

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EY Badges and Tech MBA



EY Badges

EY Badges, a learning and development initiative, helps you to own your career by letting you earn digital credentials in skills that differentiate you in the market, in areas like technology, leadership and business.

Badges also open a world of possibilities for EY clients by strengthening EY teams with new and evolving skills that will help businesses solve their toughest challenges.

The EY organization is the first professional services organization to offer a program of this nature globally. There are 5 levels of badges – Learning, Bronze, Silver, Gold and Platinum – each requiring a varying combination of learning and experiences.



Tech MBA

The EY organization is now offering a first-ever fully accredited corporate MBA, regardless of role or position, for free to all EY 40,000-plus professionals.

To earn the EY tech MBA by Hult, people must complete 16 badges spanning technology, leadership and business topics as well as three pillar papers and a final capstone project.

The EY tech MBA, offered in association with Hult International Business School, is helping our people develop both the mindset and skillset to navigate the challenges ahead.

“

EY Badges offer the virtual learning model to build transformative mindset and technology skillsets.



Prashanna Sunder R B
Talent,
EY Global Delivery Services India.

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Total Rewards



Rewards and recognition

Our Total Rewards philosophy is based on being competitive in the markets where we operate, through a healthy mix of Total Rewards offerings which range from short-term to long-term rewards and market relevant tangible and intangible benefits attuned to the location context. We help a culture of high performing teams through robust reward and recognition programs.

Compensation

Represents the pay mix of fixed, variable pay and other adjustments if any. The fixed/base pay determined through comparative benchmarks for similar roles to industry. The variable pay is applicable year-on-year.

Benefits

With multigeneration workforce at Global Delivery Services, we have now moved beyond providing just health insurance to our people.

EY professionals benefits package is inclusive of:

- Workplace experiences
- Awards and recognition
- Flexible working
- Enhanced insurance coverage
- Lifestyle discounting platforms
- Leave and vacation
- Gratuity, etc..

We believe in creating and building a culture of appreciation, recognition, belongingness and inclusivity amidst EY professionals.

> “This is my eighth year with the EY organization and since I joined, I feel I belong to a big family, which, allows me to grow professionally in a collaborative, inclusive and innovative environment.



Paula Jaroslavsky
Brand, Marketing and Communications,
EY Global Delivery Services Argentina.

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Building our communities



EY Ripples

At EY, our purpose is to build a better working world. Through global corporate responsibility program – EY Ripples – we have created a platform for EY people to have an exceptional experience – a transformative one – to become the leaders they want to be and the world needs.

At EY Global Delivery Services, we are aligning with the EY Ripples commitment to positively impact 1 billion lives by the end of 2030, supporting various UN Sustainability Development Goals.

With over 40,000 professionals across six locations, EY Global Delivery Services encourages the people to use their skill, knowledge and experience to make a positive impact on the community and environment.

Ripples has three focus areas:

Supporting the next generation workforce:

Supporting young and underserved people to develop the mindsets and skills they'll need to find and sustain meaningful work.

Working with impact entrepreneurs:

Helping small scale businesses that purposefully drive progress towards Sustainable Development Goals.

Improving environmental sustainability:

Driving adoption of behaviors, technologies and business models that protect and regenerate the environment while unlocking economic opportunity.

> "At EY Global Delivery Services, we have a culture of trust which ensures that we are treated with fairness, respect and honesty.



Jason Z Sun
Assurance,
EY Global Delivery Services China.

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Diversity and inclusiveness



Driving D&I agenda

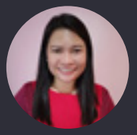
Diversity is about differences. At EY, we think broadly about differences, which include nationality, background, education, gender, ethnicity, generation, age, working and thinking styles, religious background, sexual orientation, abilities, experiences, and technical skills. There are also differences according to geography, service line, sector and function.

Inclusiveness is about leveraging these differences to achieve better business outcomes. It is about creating an environment where EY people feel and are valued – where they feel they belong and contribute their personal best in every encounter.

We believe that only the high-performing teams that leverage the power of different perspectives and backgrounds will succeed in the fast-changing environment brought by globalization.

These teams are both diverse and inclusive, able to invite and learn from other perspectives. Our ability to include various viewpoints into our mindsets, behaviors and operations is fundamental to driving innovation, building strong relationships and providing the suitable approaches for EY clients.

> “At EY Global Delivery Services, it is our collective effort to help ensure that everyone experiences a sense of belonging. We leverage the differences of our people to help us achieve our purpose of building a better working world.



Sheila R Pepito
Global Procurement,
EY Global Delivery Services Philippines.

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EY | Building a better working world

EY exists to build a better working world, helping to create long-term value for clients, people and society and build trust in the capital markets.

Enabled by data and technology, diverse EY teams in over 150 countries provide trust through assurance and help clients grow, transform and operate.

Working across assurance, consulting, law, strategy, tax and transactions, EY teams ask better questions to find new answers for the complex issues facing our world today.

EY refers to the global organization, and may refer to one or more, of the member firms of Ernst & Young Global Limited, each of which is a separate legal entity. Ernst & Young Global Limited, a UK company limited by guarantee, does not provide services to clients. Information about how EY collects and uses personal data and a description of the rights individuals have under data protection legislation is available via ey.com/privacy. For more information about our organization, please visit ey.com.

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09-Aug-2022

C7003884

For Accenture use only

Vasavi Nutan
1/20/140 Venkatapuram Alwal secunderabad near subramanyam swamy temple 500015
Management Level - 13
Sublevel - 3

Job Profile - Digital Content Management New Associate
Job Family Group - Business Process Delivery
Business Deal - Digital Operations

Dear **Vasavi,**

Based on our recent discussions with you, we are pleased to extend you an offer to join Accenture Solutions Private Ltd (hereinafter referred to as 'the Company') in **Hyderabad**, India as per the below terms and conditions:

Your employment with Accenture will be governed by the clauses mentioned in the attached ‘Terms of Employment’ (Annexure 2) effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this offer.

This offer 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, to Accenture upon joining Accenture but no later than within 6 months of the result being declared by your institute. Failing which, Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

On joining you may undergo a training program to acquire the knowledge to enable you to successfully perform to the expectations of the position for which you are being considered for employment. This offer and your employment with the Company are contingent upon you successfully completing the training program as per the satisfaction of the Company. Failing which, the Company may, in its sole discretion, elect to terminate or suspend your employment immediately.

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

Reference Id: 1e9628db-69be-499c-a408-94f619305440_2
Signed By: Jal Rumi Master

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

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and all relevant Annexures with your signature on each page. In addition, please provide all the documentation identified in Annexure 4 'Documentation'.

At Accenture, the health and well-being of our people, our clients and the community is our top priority. We are also committed to complying with all government safety protocols as we bring our people to our offices. Before onboarding, we strongly encourage you to take both doses of the COVID-19 vaccine as per government prescribed timelines.

Please note, that compliance with these provisions is a condition precedent for the offer or your continued employment with the Company.

You will be expected to work from the office in the location tagged to your role. In the current circumstances you may be allowed to work from home temporarily based on your assigned project. This offer is contingent to the above mentioned agreement.

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 Accenture but no later than six months of your start date in Accenture, failing which,Accenture may, in its sole discretion, elect to terminate or suspend your employment immediately.

This offer is contingent on us working together to determine an appropriate start date for your employment. The terms of this letter and this offer are valid for seven (7) days from the date of this letter. If we do not receive the above requested documents from you before the expiration of this period or after receiving your acceptance of this offer if you do not join the Company on a mutually agreed date of joining, or if, we are unable to set an alternative date, the terms of this letter and this offer will be deemed to have been rejected by you, unless otherwise communicated to you by the company in writing. The Company at its sole discretion (including but not limited to unforeseen circumstances like a pandemic or natural calamities) may extend or defer the start date of your joining, for which deferment you will be duly informed. Your joining date and employment with the Company will then start from such deferred/extended date.

Your annual total cash compensation will be **INR 249400** and will be structured as per the attached Annexure 1 'Compensation Details'. This will continue to be applicable until further communication on the same. All payments to you will be subject to deduction of tax at source as per the prevailing laws and necessary deduction of statutory amounts payable in your case. The terms of employment, accompanying annexures, schedules to this letter, together constitutes the terms of offer being made to you.

You agree and affirm that the information (personal or otherwise) shared by you at the time of registration and in the employee application form (EAF) is accurate, factually correct, and complete and no material information has been withheld by you. Accenture is providing this offer of employment basis preliminary information & documentation provided by you at the registration stage. You understand and acknowledge that this offer & your employment with Accenture shall be subject to further verification of details and materials/ documents provided to Accenture as well as any further verification deemed necessary to finalize your candidature. You may also be during your course of employment required by the company to provide documentation and information from time to time, you shall provide the same within the timelines prescribed by the company. Non furnishing of mandatory document/s within the specified time shall result in termination of employment.

Vasavi, we look forward to hearing from you regarding your decision to join our team. In the meantime, please do not hesitate to call **vinitha.jasmin** at **9791445547** should you have anything you would like to discuss further.

We believe you have a successful career ahead of you and look forward to your joining us.
Yours sincerely,



Jal
Managing Director - Accenture Operations in India & Sri Lanka

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name] Candidate's signature_____

Date:

Reference Id: 1e9628db-69be-499c-a408-94f619305440_2

ANNEXURE 1

Your compensation is as mentioned below:

Total Cash Compensation		
	Annual(INR)	
(A) Annual Fixed Compensation*	**INR 215000**	
(B) Variable Bonus earning potential	Min.	Max.
	0%	**16%**
Annual Total earning potential (A+B)	Min.	Max.
	INR 215000	**INR 249400**

(C)#Additional Benefits	
Gratuity for each year of service (indicative and assumed value calculated at an approximation of 4.81% of annual basic)	**INR 3600**
Notional Insurance Premium paid by Company	**INR 11200**

(D)##Additional Discretionary WFH Benefits/Reimbursements	
One-time WFH Assistance reimbursement	**INR 18,000/-**
Annual Internet reimbursement	**INR 12,000/- (capped at INR 1,000/- per month)**

(E)Optional opportunity to participate in the Employee Share Purchase Plan	
Employee Share Purchase plan – to purchase Accenture plc Class A ordinary shares **at 15% discount on the fair market value**	**INR 3200 (discount opportunity with an optional investment of 10% of gross pay and no change in share price)**

**Annual Fixed Compensation includes employer"s contribution to Provident Fund, as applicable.

-Annual fixed compensation of **INR 215000/-**; this includes allowances and statutory benefits and will be structured in accordance with the Company's compensation guidelines. The said amount includes employer's contribution to Provident Fund, as applicable.

-Variable Bonus: You will be eligible to participate in the FY22 Individual Performance Bonus (IPB) Programme. Your indicative pay-out can range from **0%** to **16%** of the prorated fixed pay in the Fiscal Year, subject to the overall terms and conditions of the IPB, including but not limited to your individual performance achievements and the Company's performance. The Company may, at any time and in its sole and absolute discretion, amend, suspend, withdraw vary and/or modify any of the terms and conditions of the IPB programme guidelines. The IPB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in Accenture India and considering the period of leave without pay during the said fiscal year.

Note: For International Worker Only*

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

*As defined by applicable law from time to time.

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

Benefits applicable for current Company financial year:

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

Insurance policy	Coverage for	Coverage amount	Premium paid by
Medical	Self, Spouse/partner (if you identify yourself as lesbian, gay, bisexual and transgender) & 2 Dependent children	INR 3,00,000/- per annum	Company
Personal Accident	Self	Up to 3 times of annual fixed compensation	Company
Life	Self	Equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000	Company
Future Service Liability	Self	Up to INR 20,00,000/-	Company
Employee Deposit Linked Insurance (EDLI)	Self	INR 705,000/- (If you contribute towards Employee Provident Fund)	Company

1. Medical Insurance for self, spouse and 2 dependent children up to INR 3,00,000 per annum. This plans allows for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

a) You have the option of availing Accenture negotiated rates to cover your parents, parents-in-law and siblings up to INR 10,00,000 & any additional child up to INR **5,00,000** under a separate Insurance plan. You also can avail optional Top-Up and/or Critical Illness Policy for yourself and your dependents (spouse and 2 children) up to INR 10,00,000. The entire premium for this will have to be borne by you. These plans allow for coverage of pre-existing ailments. This is as per current arrangement with our Insurer and is subject to review from time to time.

b) For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under:

- 10% of such claims for self, spouse and 2 dependent children
- 20% of such claims for parents, parent's in-law, siblings, and additional children under the separate Insurance plan.

2. Personal Accident coverage for self, up to three times your annual fixed compensation.

a) You have the option of availing Supplemental Accident cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

3. Life Insurance coverage equivalent to one time of your annual fixed compensation with minimum cover of INR 5,00,000.

a) You have the option of availing Supplemental Life cover at Accenture negotiated rates for yourself and/or your spouse. The entire premium for this will have to be borne by you.

4. #(C) Gratuity amount shown above is an indicative approximation of your annual eligibility, and the final payout of any gratuity amount will be determined in accordance with the applicable provisions of the Payment of gratuity Act, 1972 (as may be amended from time to time), payable as per the Company policy on your exit

#(C) Notional Insurance Premium is an approximation based on individual factors which may include age, level and fixed pay depending on the insurance. Please note that there could hence be a slight difference in the actual premium amount borne by Accenture for your insurance coverage. The premium amount is directly paid by Accenture to the Insurance companies tied up with and will not be paid to you individually. Applicable only for current FY and can be withdrawn at any time at company's discretion

##(D) Reimbursements would be approved as per the policies' terms & conditions. Kindly refer to those before initiating a purchase. The reimbursement amounts are subject to company policy and discretion and maybe updated/reviewed/withdrawn at any time basis company discretion.

5. You will also be eligible for the Employee Stock Purchase Plan, which will provide a 15% Discounted Rate on ACN Stock traded on NYSE.

- Employee Stock Purchase Plan (ESPP): The Employee Share Purchase Plan gives the employee an opportunity to purchase Class A common shares in Accenture Limited at a discount through payroll contributions. By participating in this plan, an employee can develop his / her ownership in Accenture and increase his/ her stake in Accenture's success.

6. Accenture provides you with access to the Employee Assistance Program (EAP) at no cost. EAP helps you and your immediate family members deal with work-life stressors, family issues, financial concerns, relationship problems, and even drug or legal concerns. The EAP services cover up to 5 in-person visits, short-term counseling, confidential access to assessments, referrals and follow-up service

The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the above benefits & guidelines.

GST Clause:

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

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

General Tax:

All compensation will be paid to you after deduction of tax at source, in accordance with applicable law. You will be solely liable for your personal tax liabilities, as per applicable law, both in India and abroad.

ANNEXURE 3

DECLARATION

I hereby represent and warrant that as of my effective start date of employment with Accenture Solutions Private Ltd (hereinafter referred to as 'the Company'), I will have: (a) terminated my employment with any current/previous employer and any other employment or contractor relationships; and (b) satisfactorily performed and completed all my obligations which apply/applied to me vis-'-vis any current/previous employer and any other employment or contractor relationships.

I hereby represent and warrant that I have not, during the course of any current/previous employer and any other employment or contractor relationships, entered into or agreed to any arrangement which may restrict, prohibit or debar or conflict, or be inconsistent with my acceptance of the offer made by the Company or employment with the Company, including, but not limited to, any time-bound non-compete agreement, restrictive employment agreement or other restrictive terms.

I hereby represent and warrant that I shall not bring into the Company premises (or use in any manner) any third party documents (regardless of media) or materials (including but not limited to trade secrets) with myself to the Company, including any such documents or materials from my previous employer. To the extent I feel that my employment at the Company would require me to bring any third party documents or materials to the Company. I shall not bring any such documents or materials unless I have taken all permissions/approvals from the third parties before accepting the offer from the Company. I further represent and warrant that I have not and will not inappropriately disclose or misuse any confidential information obtained from and/or in connection with any current/previous employer and any other employment or contractor relationships. I agree and acknowledge that a breach of this provision shall entitle the Company to terminate my services with immediate effect.

ACKNOWLEDGED AND AGREED:

_____

[Insert full legal name]

Date:

ANNEXURE 4

REQUIRED DOCUMENTATION

1. Two passport size copies of your recent photograph
2. Copy of highest education certificates
3. Copy of any mark sheets (Last semester mandatory)
4. Relieving Letters from previous employer
5. Documents in support of your age (10th/12th Marksheet/ Passport Copy etc)
6. If you are ESIC Eligible as per your Compensation Plan (copy of ESIC card or Form 1 Declaration).
7. Copy of Aadhaar Card - We request you to provide for meeting the UAN generation requirement and any other compliance required by governing regulating authorities like EPFO, ESIC, labour welfare fund and others. Please note that by voluntarily sharing your Aadhaar details, you are also authorizing us to share it with third parties under contract with the company and which are bound by confidentiality provisions to meet any regulatory requirements and internal procedures of the company including but not limited to making verifications. Do note that the provision of Aadhar details and seeding Aadhar with UAN as well as completing KYC requirements of EPFO is necessary and if you are unable to do so this may delay submission of your PF contributions to the regulators.

Welcome to Cognizant! [ivia88sa]

1 message

<HumanResources@cognizant.com> Wed, 17 Aug, 2022 at 9:05 am
To: sarvaniperi27@gmail.com

Cognizant

Hi,

Your Associate ID - 2219502 (also known as Employee ID, Network ID, or User ID) has been generated.

You will receive an e-mail on your date of joining from the authorized Cognizant helpdesk team 'CFBCompliance', to setup your network credentials. If you have any difficulties following the guidelines in the email, please contact the helpdesk team via phone: India & Asia-Pacific: 1-800-572-0473; USA & Canada: 1-866-822-2024, & Europe: 0-800-678-1616.

Cognizant resources to use

-

Once you retrieve your network password, you will be able to access **Office 365 apps** over the internet via the URL **https://portal.office.com** using your personal device, until you receive your Cognizant IT assets.

You will need to sign in using 2219502@Cognizant.com and your network password. After successful login, you will be able to use the below apps from the left pane on the page:

1. Outlook – access Cognizant email
2. Teams – access MS Teams to communicate/chat
3. OneDrive – access and store Cognizant documents

You will receive communication from Cognizant about IT asset allocation to your Cognizant email address.

Kindly download your copy of PF Nomination form (Form 2), Gratuity Nomination form (Form F), other applicable Statutory forms and Pre-joining forms that has been submitted as part of Onboarding Cognizant Technology Solutions India Private Limited and its India legal entities.

Please note that no further changes can be made to your forms in Pre-joining section and access to the OneC Onboarding app will be revoked in 6 months from your Date of Joining. Please navigate to the Pre-joining section in Onboarding app by clicking here to download your copy of the submitted forms.

We request you to update your Nomination forms on periodical basis / at the time of life event changes in the Beneficiary Nomination Center (BNC) app by clicking here.

Thank You,

Cognizant Human Resources

** This is an Auto Generated Mail. Please Do not reply to this mail**



[redacted] IT [redacted]

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Fwd: Congratulations on your offer with Deloitte!

Offer Letters 2022
Search for all messages with label Offer Letters 2022
Remove label Offer Letters 2022 from this conversation



P. Essica Theodonna <essicatheodonna@gmail.com> Thu, May 19, 2022, 10:12 PM

to me

---------- Forwarded message ---------
From: **Recruiting at Deloitte** <donotreply@deloitte.com>
Date: Mon, 16 May 2022, 9:27 am
Subject: Congratulations on your offer with Deloitte!
To: <essicatheodonna@gmail.com>

Deloitte India (Offices of the US)

Dear Peter Essica,

Congratulations!

Everyone you have interviewed with joins me in congratulating and welcoming you into the Deloitte family.

We are pleased to extend the Employment Offer to you.

Please formally accept/decline this offer within 3 days (three days). Our offer will be valid through this date, after which period it shall lapse automatically.

This offer and your employment with Deloitte India (Offices of the US) are conditional and subject to the successful completion of your current graduation/ post-graduation program and the submission of your mark sheets and passing certificate on/ before your date of joining.

We hope you'll choose to be part of this exciting opportunity and we are thrilled to have you as a part of our team.

As of December 6, 2021, all personnel should be fully vaccinated against COVID-19 to access any Deloitte US India office facilities. "Fully vaccinated" is defined as 15 days after the administration of the second dose of the vaccine or as further defined by Central/State government protocols and guidelines. Employees who have personal circumstances that prevent them from complying with this policy may request flexibility.

Deloitte Support Services India Private Limited will periodically review our policy as the pandemic evolves and make any appropriate adjustments. Client vaccine requirements will determine whether personnel are eligible to work on-site at a client facility.

Note:

- This is a send-only email address. Please do not reply to this email.
- Should you have any questions, please contact your Deloitte recruiter.
- It is mandatory to e-sign the offer letter as a confirmation of your acceptance.

Regards
Deloitte India (Offices of the US)

Get in touch

About Deloitte

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Deloitte.

Deloitte Support Services India Private Limited

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Hyderabad, Telangana – 500032

Tel: +91 040 67621000
www.deloitte.com

05/12/2021

Ms. Thalla Shravani
1-39, Water Tank , Poodur Village, Medchal Mandal , Medchal District,
Hyderabad - 501401

Subject: Offer of Employment

Dear Thalla Shravani:

On behalf of **Deloitte Support Services India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Analyst - Government and Public Services** based in **Hyderabad**. In accordance with the level mapping, your position with the Employer as **Associate Analyst** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer. 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 30, 2021**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

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.

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") requires 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**.

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

February 6, 2022

ELIZABETH MATHEWS
Hyderabad, India

Dear ELIZABETH,

As the world's leading wireless technology innovator, we believe our employees have limitless passion, skills, and talents that have the power to change the world. Behind every innovation, you'll find our people – big thinkers like you – who focus on solving the toughest challenges and creating world-changing innovations that lead to breakthrough technologies. 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 Srikrishna Astadhani, Manager, Accounting, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 33,333.00and 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.

Annual Review Process

You will also be eligible to be considered for the corporate annual review process. 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 annual review process 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 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.

Qualcomm

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

Qualcomm

You understand and agree that this offer of employment has been extended to you based on the information/representations made by you in your resume, application and/or the personal information sheet (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.) and that this offer, and your employment with Qualcomm is contingent on such information being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any information provided in your resume, application and/or personal information sheet is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 02/20/2022. 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.

You should scan and email signed copies of these documents to Prachi Pathak at pracpath@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 Prachi Pathak at +91 (80) 46172146.

Congratulations and welcome to Qualcomm!

Sincerely,

Murali Malla
Director, 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: Elizabeth mathews

PRINT NAME: PUDHUPARAMBIL ELIZABETH MATHEWS

DATE: 14/02/2022

PROPOSED START DATE: 28/05/2022

Annexure to the Appointment letter

India Annexure	Per Annum Rs.	Per Month Rs.
ELIZABETH MATHEWS		
Accounting Processor, III		
Hyderabad_SEZ		
Gross Pay	INR 399,996	INR 33,333
Gross Pay Components		
Basic Pay	INR 159,996	INR 13,333
House Rent Allowance	INR 63,996	INR 5,333

India Annexure	Per Annum Rs.	Per Month Rs.
Flexible Benefit Plan	INR 176,004	INR 14,667
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 160,008	INR 13,334
Gross Pay Sub-Totals	INR 399,996	INR 33,333
Retrials		
Employer Contribution to Provident Fund	INR 19,200	INR 1,600
Gratuity	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,896	INR 2,241
Cost to Company (Gross Pay + Retirals)	INR 426,892	INR 35,574
Company Paid Standard Benefits		
Mediclaim	INR 36,600	
Personal Accident Insurance	INR 1,600	
Group Term Life Insurance	INR 3,600	
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits	INR 468,692	
New Hire Restricted Stock Unit Value	USD 1,500	

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.

* Gratuity payable as per Gratuity Policy of Qualcomm

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

01-Apr-2022

Nanditha P.V.
Hno 899, Sadar Bazar Bolarum
-500010
SECUNDERABAD
Telangana
INDIA

Dear Nanditha P.V.,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

digital minds solutions

DMSS/HRD/OL

6th June 2022.

Ms. Rajitha K S

Hyderabad - 500081

Dear Rajitha,

Letter Of Offer

Digital Minds Software Solutions Pvt. Ltd. is pleased to make you an offer of employment with the Company with reference to your application for employment and the subsequent interview you had with us on the following terms and conditions.

Please refer to Annexure A and B for your Remuneration Details.

Designation: Audit Executive

Date of Joining: 06/06/2022

Gross Annual Salary: Rs. 3,30,000/-

Reporting Manager: Allan Monteiro

Digital Minds Software Solutions Pvt. Ltd.

A-Wing, 2nd Floor, Softsol Building, # 4 Infocity,
Beside Mindspace, Madhapur, Hyderabad - 500 081, T.S., India.
Contact No.: 040-66885666
E-mail: info@digitalminds.solutions

1. Acceptance and Commencement

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

- Within 7 days from the date of this letter, respond via email to hr@dmss.co.in to communicate acceptance of the offer. Please note that if you do not send your acceptance to the email ID, the offer shall stand withdrawn.
- Within 7 working days from the date of joining, as a token of acceptance, you are required to sign and submit a copy of the letter to the HR Department. Please note that if you fail to do so your offer would be deemed to be withdrawn.

2. Submission of documents

You are required to submit copies of the following documents on the date of joining the Company. In case of any discrepancy found in the documents / details furnished, company reserves the right to revoke the offer letter / terminate your employment without any prior notice or notice period.

S.No	Document	Details
1	Highest Degree Certificate	Mandatory
2	Experience and Relieving Letter.	Mandatory. (For last 2 organizations)
3	Form 16	Mandatory
4	Last 3 month's payslips	Mandatory
5	Passport size photographs with white background	3 photographs
6	3 ID Proofs with residential address	PAN Card * is mandatory
7	NSR Acknowledgment Slip	To be submitted within 15/ two weekends from the date of joining

Failure to produce the documents on the date of joining will entail suitable action by the Organization including withdrawal of employment offer & termination of employment.
Under situations where the employee works for a client which needs the employee to furnish details on his past employments, the same will need to be provided.

* If not available, to be applied immediately and submit the PAN Application Acknowledgement Copy.

3. Background Verification

The Company may, in its sole discretion conduct background checks, prior to or after your date of joining the Company, including but not limited to, for the purpose of validating your identity, your suitability to the concerned employment, the address provided by you, the education details provided by you, the details of your prior work experience (if any) and criminal checks. You expressly consent to, the Company conducting such background checks. In this connection, you are required to furnish the documents as mentioned in the section titled as 'Submission of Documents' in this Offer Letter and the Company reserves the right to seek further documents in addition to the documents listed in the said section to substantiate the details you have provided to the Company.

If the Company is not satisfied with the outcome of the background checks and/or any concerns are raised in a background check, attributable to, false information or mis-statement or misrepresentations or omission of facts in the details provided by you, the Company reserves the right to withdraw this Offer without notice and compensation or to take any appropriate action against you, including, but not limited to termination of your employment.

4. National Skills Registry

The Organization has always believed in surpassing customer expectations and has created several new benchmarks and standards in security, service & quality and in order to do this, we have maintained a strong focus on compliance. NASSCOM, the premier industry organization has conceived the "National Skills Registry" that promises more effective information security standards. It aims to register employees working in our industry on a web enabled database and uniquely identify each industry person based on bio-metrics.

You are required to complete your web registration with National Skills Registry and have to produce the proof of registration within 15 days / two weekends from the date of joining (whichever is the latter date) the organization. Failure to produce the proof of registration as acceptable to the organization may entail in the withdrawal of this Letter of offer and no rights shall arise/ be enforceable by you under this Letter of offer.

The cost of your registration with National Skills Registry and the subsequent verification of your database by NASSCOM's empanelled background checkers will have to be borne by you. For more information on national skills registry, please visit www.nationalskillsregistry.com.

Best Regards,

For Digital Minds Software Solutions Pvt Ltd.

For Digital Minds Software Solutions Pvt. Ltd

HR Executive
Kalpana G

Kalpana G

HR Executive.

Annexure A

Remuneration Details

Employee Name	**Rajitha K S**
Employee Designation	**Audit Executive**
Employee ID	**DM400**
Date of Joining	**6th of June 2022**
Remuneration Components	INR Per Annum
Fixed Components	
Basic	1,32,000.00
House Rent Allowance	52,800.00
Conveyance Allowance	19,200.00
Flexi Basket	76,392.80
Statutory Components	
Employer Provident Fund	17,358.00
Employer ESIC	0
Gratuity	6,349.20
Performance Linked Incentive	**9900.00**
Annual Gross Salary	**3,07,650.80**
Medical Benefits	**16,000.00**
Annual Cost To Company	**3,30,000.00**

All the above benefits are as per Company's policies, which are subject to change from time to time.

Annexure A

Remuneration Details

Component	Summary
1. Basic Salary	The fundamental salary component to which other components are linked. This is 40% of CTC.
2. House Rent Allowance	Maximum of 40% of Basic Salary to be used towards OR as Permissible under the HRA act.
3. Conveyance Allowance	Maximum of Rs 1600/- per month to be used for vehicle expenses unless transport facility provided by Company is being availed.
4. Provident Fund contribution by employer.	13.15 % of Basic Salary is contributed towards Provident Fund.
5. ESIC	Until your monthly wages are up to Rs.21, 000/- p.m or such other amount prescribed by law, you will be covered under Employee State Insurance Act, 1948 (ESIC) and will be entitled to avail benefits under the same , up to 4.75% of CTC.
6. Performance Linked Incentive	Please refer to Annexure B.
7. Flexi Basket	Flexible Allowance Includes: 1. WFO - Phone, Internet & any other miscellaneous allowances. 2. WFH - Phone, Internet, Electricity & any other miscellaneous allowances. And allows employees to choose a benefit basket that suits their needs. For certain elements, employees may avail tax exemptions as per prevailing tax laws.
8. Medical Benefits	In Digital Minds you are enrolled into 3 Insurance Policies. Please refer Annexure C for details.
9. Gratuity	Gratuity is payable for continuous and meritorious service to the company. Your eligibility and the final pay out of any Gratuity amounts will be determined in strict accordance with the provisions of the Payment of Gratuity Act, 1972 including but not limited to the minimum service periods set forth therein.4.81% of Basic Salary, which is included as a part of your Annual Remuneration denotes the company's contribution to the Gratuity Fund based on actuarial calculations. You are not entitled to this amount as a cash component as this is intended to be a retiral benefit.

Any fluctuations in the Statutory Components as per the Law will be compensated for in the Flexi Basket.

Annexure B

Variable Pay

Performance Linked Incentive

The Pay-Out is subject to the following criteria:

1. The target will be fixed by the Reporting Authority during the Goal Setting which has to be completed within 45 days of joining.
2. The amount may be higher, lower, or nil as per the terms described herein.
3. The incentive pay out will be on an annual basis in the first quarter of the financial year. The pay is discretionary, subject to change, and gauged on below 2 criteria:
    - Individual performance;
    - Productivity days of the individual.
4. It is pro-rated to the duration spent with Digital Minds for the calendar year and will be paid to you only if you are active as a permanent employee on Digital Minds' payroll on the day of the pay out of the incentive.
5. The decision of the Management / Reporting Authority is final with regard to fixing the criteria for the incentive disbursement and in deciding your eligibility to claim the incentive.

Annexure C

Medical Benefits

Digital Minds provides **Health, Term and Accident Insurance Coverage** to all its employees at a cost effective rate. You will be covered under the above schemes and the insurance premium will be deducted from your salary on a monthly basis.

a. Health Insurance

Health Insurance Policy provides Cashless Hospitalization benefit to you and your dependents, in case of a 24Hrs hospitalisation. You are automatically covered under the scheme. The benefit is extended to your family as well.

The Total Health Insurance Coverage is up to Rs 5,00,000/- including the nominees.

- Spouse
- Children – maximum of 2X children who are aged below 25 yrs could be nominated.

In addition to the above nominees, you may nominate your parents at your expense.

b. Term and Accident Insurance

You will be covered under Term and Accident Insurance Policy.

The coverage includes:

In case of demise, 100% of the capital sum insured is payable.

In case of any temporary total disablement, involving 24hrs hospitalisation a weekly payment of 1% of the capital sum insured subject to a maximum limit, is paid for the number of weeks or part thereof (maximum 100 weeks), during which the insured person is totally disabled.

** The above Policies are covered under the guidelines of IRDA.

Annexure D

Deductions

Deduction	*Month of Deduction*	*Approximate Amount*
Background Verification	First month of joining	As applicable
Transport* (based on location)	Monthly	As per the Transport Policy

* If Company Transport facility is being availed.
**Please note the amount is subject to change depending upon location.

Acceptance of Appointment Terms and Conditions:

I have read, understood, and agree to the terms and conditions stipulated herein. I accept employment with Digital Minds Software Solutions Pvt Ltd under the terms and conditions stated above.

Employee Name:

Employee ID:

Employee Signature:

Date:

We welcome you to Digital Minds and wish you a rewarding career over the years to come.

Yours Sincerely,

For Digital Minds Software Solutions Pvt Ltd,

For Digital Minds Software Solutions Pvt. Ltd

HR Executive
Kalpana G

Kalpana G

HR Executive

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FACTSET 〉 SEE THE ADVANTAGE

8/07/2022

Manga Ravalkol
2-2-93/61/1,
Dwarakapuri Colony,
Road no. 2,
Macha Bollaram,
Hyderabad, 500010.

Offer of Employment

Dear **Manga**

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Research Analyst** with effect from **11 July, 2022** . You will be based in our **India, Hyderabad, DVS, SEZ-1 – Orion B4; FL 7,8,9,11 (Hyderabad - Divyasree 3)** 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 **INR 3,22,622** 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 mentioned in the Annexure-B within 2 working days of receipt of this letter, after which period this offer

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shall lapse automatically.

We congratulate you on your appointment 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 market leaders. We assure you of our support for your professional development and growth.

ANNEXURE-A

NAME: Manga Ravalkol
JOB TITLE: Research Analyst
DEPARTMENT: Equity Research - IFRS

MONTHLY AMOUNTS

8021 BASIC SALARY

ALLOWANCES:
3208 HOUSE RENT ALLOWANCE
10288 SPECIAL ALLOWANCE
1400 STATUTORY BONUS

22,917 TOTAL FIXED BASE SALARY

BENEFITS:
1800 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND
1783 MEDICAL INSURANCE
386 GRATUITY

26,885 TOTAL COST TO THE COMPANY

YEARLY AMOUNTS

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96250 BASIC SALARY

ALLOWANCES:
38500 HOUSE RENT ALLOWANCE
123450 SPECIAL ALLOWANCE
16800 STATUTORY BONUS

2,75,000 TOTAL FIXED BASE SALARY

BENEFITS:
21600 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND
21392 MEDICAL INSURANCE
4630 GRATUITY

3,22,622 TOTAL COST TO THE COMPANY

1. 12% of basic will be deducted from the monthly salary as a contribution towards provident fund plan. This is in addition to the 12% basic contributed by the organization. On leaving the company, you can either withdraw or transfer the balance in your PF account as per the applicable PF act.

2. You will be enrolled in the Group Medical insurance scheme for a coverage of 3,00,000 applicable as per the eligibility and your grade in the organization. You can nominate 5 dependants in addition to yourself to be covered under the policy. Employees who are eligible for the ESI benefit as per the government rule will be covered under ESI medical scheme.

3. You will also be covered under Round-the-clock Personal Accident Insurance for **8,25,000.** The coverage is for self and premium towards the same will be paid by the firm on your behalf.

4. You will be also eligible for Term Life Insurance coverage up to **6,00,000**. The coverage is for self and premium towards the same will be paid by the firm on your behalf.

5. You are eligible for Gratuity, which is payable after 5 years of continuous service with the Company.

6. All employee tax liabilities arising out of the above compensation shall be borne by you. Tax at source will be deducted as per the Income Tax act.

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7. For purpose of contribution to Provident Fund, Gratuity, Superannuation Fund, encashment of leave etc., computations will be on basic pay.

FACTSET BENEFITS:

- FactSet provides Flexi Benefit Plan which makes the compensation structure more tax friendly. Employees may choose to modify or restructure the 'special allowance' component as per the flexi-benefit plan to avail the tax benefits. These are governed as per the eligibility, grade and salary band.
- Transport facility to all the employees up to 40 KMS distance from office who adhere to the standard shift schedules. Point pick up and point drop for all day shift employees and home pick up and home drop facility for employees working in the night shifts. However due to safety reasons transport facility is not provided to employees living in certain specific areas within 40 KMS distance. Organization takes reasonable safety precautions to ensure safety of its employees and employees are expected to follow the guidelines mentioned in the transport policy. You acknowledge that you are solely responsible for your safety in case of violation of these guidelines. More information regarding the eligibility for this benefit will be communicated to you by the recruiting team in detail during verbal offer discussion.

Standard Shift Schedule:

First Shift : 06:30 AM – 03:30 PM

General Shift :09:30 AM – 06:30 PM

Second Shift : 04:00 PM – 1:00 AM

Third Shift : 01:00 AM – 09:00 AM

Transport facility will not be provided to the employees who do not adhere to the above shift timings

- Mobile / Blackberry based on the level in the Company, requirement and eligibility.
- Bi-Annual Team Outing
- Subsidized lunch / dinner during the working hours.
- Snacks & beverages will be made available in the cafeteria.
- A gift voucher of **₹ 1500** is given to any employee who gets married during their tenure at FactSet.
- Small gifts / token of remembrance is handed out to employee on their special occasions such as Birthdays, New Born child (Born with a silver spoon), anniversaries etc.
- Employees can also participate in the referral program and be eligible for the referral bonus as guided by the referral policy which will be communicated to all the employees by the FactSet Recruiting team.

ANNEXURE-B

1. Information given or Background verification:

The commencement or continuation of your employment with the Company is contingent on the results of a background check which includes, but not limited to reference checks and verification of academics. Please provide us with academic credentials & professional reference within 2 weeks of joining the organization, failing which the company can take punitive actions, including and up to termination of employment. FactSet retains the right to terminate any employee who has indulged in or has legal

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proceedings for misrepresentation or crimes. By accepting this offer you are accepting FactSet's policy on background verification.

2. Probationary period:

For the first **6 months** from the actual date of appointment you will be deemed to be on probation and during this period either party may terminate this agreement by giving **15 days'** notice in writing or salary in lieu thereof. On completion of the said 6 months, you will be advised by your manager in writing if your performance does not meet company's standards and you will be advised on further action. In case of no such notice received for 2 weeks after confirmation due date, your probation will be deemed to have been successfully completed.

3. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant information / details. You would also let us know the name and address of your legal heir / nominee and an emergency contact.

a. Privacy:

In respect of the personal information collected during the joining process, you hereby consent to (a) the use and processing thereof by the organization and its authorized third parties for a number of purposes connected with the management of our personnel; and (b) the sharing of the personal information with other members of the FactSet group (including in countries in the United States of America and the Philippines), as well as to third parties or vendors, for the same purpose. You may refer to the organization's privacy policy for more details.

4. Nature of Work:

Your nature of work mainly includes all the aspects of the duties and responsibilities mentioned in your job description as well as any other ad-hoc duties assigned to you from time to time. You will work at a high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by your immediate manager from time to time.

5. Working Hours / Shift Hours:

The normal working hours of the Company are from **9:30 AM- 6:30 PM** from **Monday to Friday** including lunch break and tea breaks. As the Company works **24 / 5** and depending on organizational requirement or project contingencies, working hours and days for specific employees or groups of employees or all employee may be modified / altered from time to time which will be communicated to you by your Manager. Further, you should be prepared to work on any shift, as may be warranted by the Company's work requirements.

6. Salary Payment:

Regular Employees in India are paid their monthly salary through bank transfer on the last working day of the month for which employees must open a bank account in the Company's corporate bank. You are

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requested to note that processing of monthly pay will be subject to submission of Permanent Account Number (PAN) details to the Company. In case you do not have a PAN, please initiate the application process for the same immediately and carry the acknowledgment as issued by the Income Tax authorities with you while coming for joining. A copy of the acknowledgement would need to be submitted by you for our records.

7. Dual Employment:

You are required by the Company rules not to undertake any employment or enter into any other type of association, even on part-time basis whether for any consideration or not. Contravention of this will lead to termination of your services from the Company without any notice, with no liability on the part of the Company for payment of any compensation in lieu of such notice. Further, this contravention will be deemed as voluntary termination / resignation by you of your services without the required notice having been given. However, if you want to associate yourself with a charitable non-profitable organization during non-business hours or days, you will have to disclose the details with your direct manager & Human Resources Department, allowing your participation at the disclosed charitable non-profitable organization.

8. Leave / Holidays:

You are entitled to **12 Casual / Sick leaves** and **15 Privileged / paid leaves** every year. The leaves will be credited to your leave balance @ **1 Casual and 1.25 Privileged leaves per month**. The eligibility for the paid leaves will be on completion of 6 months. You are also eligible for **10 paid Holidays** every year including the government mandated holidays. The Company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance.

9. Overtime Payment / allowances:

Employees may be required to work on holidays and weekends depending on the nature of the project. Such employees shall be eligible for compensatory off or overtime allowance as detailed in the Policy. This allowance will be paid through monthly payroll and shall be subject to deduction of Income Tax at source.

10. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Company's expense.

11. Performance Reviews / Appraisal:

The Company also has a policy of yearly performance appraisal. You may be eligible for a salary appraisal under this policy based on your individual ratings as well as the performance of the team and the performance of the company for the fiscal year. Performance reviews take place in the month of September and the revised salaries will get affected in the month of October.

12. Intellectual Property Right:

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If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process / method likely to result in more efficient operation of any of the activities of the Company, the Company shall be entitled to use / utilize such improvement and you shall assign all rights thereof to the Company for the purpose of seeking any patent rights or for any other purpose. The Company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of your association with the Company including but not limited to the creative concept that you may develop during your association with the Company.

13. Secrecy / Confidentiality:

You will not during the course of your employment with the Company or at any time there after divulge or disclose any confidential information to any person whomsoever including competitors and former employees, make any use whatsoever for your own purpose or for any other purpose other than that of the Company, of any information or knowledge obtained by you during your employment as to the business or affairs of the Company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavor to prevent any other person from doing so. Failure to do so on your part may result in legal action against you and the person to whom the information was divulged.

14. Restrain:

a. Access to Information:

Information is available on need to know basis for specific groups. Access to this information is authorized through privileges approved by unit mentors or project mentors. Unauthorized access or attempt at unauthorized access is strictly prohibited and any attempts to do so will result in immediate termination of employment and legal action as deemed fit by the Company.

b. Restriction on Personal Use:

Use of Company resources for personal use is strictly restricted. This includes usage of computer resources, information, internet service, and working time of the Company for any personal use. You will under no circumstances carry any work home unless specifically requested by your manager. Any usage of Company information for personal benefit will result in immediate termination of employment without notice and / or legal action for misdemeanor as deemed fit by the Company. You shall be liable to reimburse the Company for any losses incurred due to misuse of Company data.

15. Security:

Security is an important aspect of our communication and office infrastructure. Security of the Company resources is maintained by controlling physical access to computer system, by disabling all the work stations, usb drives and other measures. Please refer the Security policy for more details on IP protection.

16. Termination of Service:

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- Employment with the Company will stand terminated at the end of the month in which you attain the age of superannuation (58 Years). Termination of employment may also be initiated earlier by either party by serving prior written notice to the other, as per the notice period stipulated in this offer.
- In the event of termination of services by either party, the applicable notice period will be **60 days** for all the employees. The Company is also entitled to either waive the notice period in part or in full at its sole discretion or require payment of equivalent base salary with applicable taxes in lieu of the un-served notice period. The Company further reserves the right to terminate with sooner effect by tendering equivalent base salary in lieu of the notice period subject to the employment history / terms applicable as per the Company's exit policy.
- 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 General Terms and Conditions of Employment in force at that point of time, subject to the satisfactory handing over of your duties, responsibilities., Company documents, Company assets, etc. to the relevant parties. The details of this policy are available on our HR website.
- Unauthorized absence or absence without permission from duty for a continuous period of **7 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 or notice pay.
- You will be governed by the laid down code of conduct of the Company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the Company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

17. Changes to the Employment Terms & Conditions:

From time to time the Company reserves the right to make necessary changes or modifications to any of the terms and conditions of employment, policies due to its dynamic work environment. By accepting this offer , you hereby acknowledge and accept to comply with company rules, regulations and policies in existence together with any changes or modifications made thereof .

18. Company Polices:

You acknowledge that the Company operates in a dynamic environment which may, from time to time, require the Company to make changes to its policies.

You also agree that the Company, at its discretion, may accordingly revise, modify, add, delete or replace any of its current policies and that you agree to be bound by all such changes.

19. Appointment in Good Faith:

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 your application for employment and your ability to handle any assignment / job independently. 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 standard 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 therein.

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The above terms and conditions are based on the Company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matters you will be governed by the rules of the Company as shall be in force from time to time.

If you have any queries / clarifications regarding your offer or joining please contact your Recruiter. **We welcome you to our FactSet family and wish you a long and successful career with us.**

DOCUMENTS TO BE SUBMITTED ON THE DAY OF JOINING:

You will be required to submit to our HR Department, a certain set of documents, etc. (as per the below checklist), at the time of reporting for duties and hence you are advised to come prepared accordingly, without fail. Please note that the Company reserves the right not to accept you into the rolls or after such acceptance, to discharge you from the rolls, in case you do not fulfill the requirements as specified in the checklist, particularly submission of documents in proof of your qualifications, experience etc.

1. Copy of the Educational certificates.

a. 10th Standard Marks Memos / Pass certificate.

b. Intermediate Marks Memos / Pass certificate.

c. Graduation Marks Memos / Pass Certificate.

d. Post-Graduation Marks Memos / Pass certificate

e. Certificates of other Qualifications if any.

2. Copy of Service certificates / Relieving letters from the previous employers.

3. 3 most recent Pay slips.

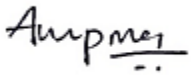
4. Copy of PAN and Aadhaar card.

5. Residential proof (Telephone / Electricity / License / Passport copy).

6. Form-16 / Form-12B from the last previous employer.

7. 4 Passport Sized Photographs.

Sincerely,



Anupma Ranjan
Senior Talent Acquisition Manager

Manga Ravalkol

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STRICTLY CONFIDENTIAL
LETTER OF OFFER

Date: **22-Jul-2022**
S. No: 4639 / Vacancy ID:84039

Dear **Reddy Girishma**,

National Identification Number: PAN: DWNPG6154D

With reference to your recent interview with us, we are pleased to make an offer of employment to you as **Associate**.

You are required to join duty on or before **01-Aug-2022** at our office in Hyderabad.

Your gross salary and other benefits forming part of your compensation is hereby detailed and enclosed as Annexure A & B.

On your date of joining, you shall be issued an Appointment Letter. You will also be required to sign a Non-Disclosure Agreement with us.

You will be on probation for a period of 120 (One hundred and twenty) days. Being a career growth company there will be a performance review at the end of your probation period.

Following are the documents that must be produced/submitted on the day of joining.

1. Original offer letter with your acceptance.
2. Education Certificates.
3. Appointment letter and latest salary increment letter of your previous employment.
4. Experience Certificates and Relieving Letter from the previous employers.
5. Recent salary slip issued by your current employer.
6. Aadhar card, PAN and Copy of passport (front and back).
7. Four passport size photographs.
8. Form 16 issued by your current employer.

Your employment is liable to be terminated in the event of non-submission of documents 1, 2,3 & 4 listed above.

In addition to the above, once you accept this offer, we will consider it as a consent from you to proceed with background verification checks through our empaneled agency.

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
www.ivy.global

Your offer may be withdrawn either if you do not join us on the proposed date or if you do not confirm your acceptance within three working days from the date of offer.

For Ivy Global Shared Services Private Limited



Anil Kumar Murari
Head - Human Resources & Administration (India)

I accept and agree:

Signature
Date: ____/____/____

Ivy Global Shared Services Private Limited
5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
Telephone: +914044721000 | GSTIN: 36AADCI6284J1Z7 | CIN : U72500TG2014PTC095527
www.ivy.global

ANNEXURE – A

Name	: **ReddyGirishma**	
Designation	: **Associate**	
Date of Joining	: **01-Aug-2022**	
SALARY STRUCTURE		
Gross Salary Components	**Monthly (INR)**	**Annual (INR)**
Basic	16667	200004
HRA	6667	80004
Special Allowance	7111	85332
Lunch Allowance (Meal Card)	1500	18000
LTA	1389	16668
Gross Salary (A)	**33334**	**400008**
Other Components	**Monthly (INR)**	**Annual (INR)**
Snacks Allowance	700	8400
Communication Allowance	3000	36000
Provident Fund company contribution#	1800	21600
Statutory Bonus	3333	39996
Gratuity##	801	9612
Other Components (B)	**9634**	**115608**
Total Cost (A+B)	**42968**	**515616**
Annual Total Cost (A+B) in words	Five Lakh Fifteen Thousand Six Hundred Sixteen	

- You are eligible to participate in the discretionary bonus plan, the 2022 Annual Bonus. Your bonus percentage for 2022 performance year will be 0% of your Gross Salary (A) and you will accrue bonus from 01-Aug-2022. The performance criteria for the 2022 scheme is based on the Group achieving the target.
- # Provident Fund company contribution up to maximum up to INR 1800 per month
- ## Gratuity as per law is payable after completing continuous services of 5 years and will be paid at the time of leaving the company.

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5th Floor, "B" Block, Divyasree Omega, Plot No13/E, Survey No.13(part), Kondapur, Hyderabad, Telangana 500084. INDIA
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ANNEXURE – B

No.	Scheme	Coverage Amount	Eligibility
1	All Employee Transport Plan	Home pick up and drop facility will be provided to all employees	All Employees
2	Group Mediclaim Coverage (GMC)	INR 5,00,000/-	Employee + 5 Dependents
3	Group Personal Accident (GPA)	INR 10,00,000/-	Employee
4	Group Term Life Insurance (GTLI)	4 times of annual gross salary	Employee
5	Provident Fund Contribution	Company contribution is capped at INR 1800/-	Employee
6	Employee Deposit Linked Insurance and General Insurance	INR 5,00,000/-	Employee
7	Gratuity	As per Gratuity Act	Employees completed 5 years and above
8	LCSA (Life cum sum assured) linked with Gratuity	Varies based on Annual salary	Employee
9	Annual Health Checkup	As per company policy (one in a year)	Employee
10	Crèche Benefit	INR 16,000/- per annum	For employees having children less than 3 years
11	Annual Leave	24 Days	Employee
12	Maternity Leave	As per the maternity Act (26 weeks for up to 2 children)	Employee
13	Paternity Leave	7 Days	Employee
14	Public Holidays	12 Days	Employee

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www.ivy.global

GreyCampus

Ref: GC-CR-2022-094

Dated:26th May 2022

Dear Rupal Shah,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

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

February 3, 2022

Sharon Albert
Hyderabad, India

Dear Sharon,

As the world's leading wireless technology innovator, we believe our employees have limitless passion, skills, and talents that have the pow to change the world. Behind every innovation, you'll find our people – big thinkers like you – who focus on solving the toughest challenges and creating world-changing innovations that lead to breakthrough technologies. By joining the Qualcomm family, you too can play a part ir 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 Ram Sudheer Gonuguntla, GAOC Accountant, Staff, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 33,333.00and 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.

Annual Review Process

You will also be eligible to be considered for the corporate annual review process. 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 annual review process 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 o our website.

Place of Work

You will report into Qualcomm's Hyderabad_SEZ office. Qualcomm may, after giving you reasonable notice, transfer or assign your service 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.

Qualcomm

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 durii 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 f 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 o 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 tc 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 onl on satisfactory completion of your initial or extended probationary period you will be eligible to be considered for confirmation in the regula 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 witho 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 p Qualcomm policy or guidelines, breach of this agreement or any applicable laws. You shall return to Qualcomm all company property in yo 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

Qualcomm

You understand and agree that this offer of employment has been extended to you based on the information/representations made by you in your resume, application and/or the personal information sheet (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.) and that this offer, and your employment with Qualcomm is contingent on such information being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any information provided in your resume, application and/or personal information sheet is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 o any other right.

Deadline to Accept Offer:

This offer of employment will remain valid until 02/17/2022. 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.

You should scan and email signed copies of these documents to Prachi Pathak at pracpath@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.

Qualcomm

If you have any questions, please do not hesitate to contact Prachi Pathak at +91 (80) 46172146.

Congratulations and welcome to Qualcomm!

Sincerely,

Murali Malla

Director, 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: Sharon Albert

PRINT NAME: SHARON CHRISTINA ALBERT

DATE: 11-02-2022

PROPOSED START DATE: 02-05-2022

Annexure to the Appointment letter

India Annexure	Per Annum Rs.	Per Month Rs.
Sharon Albert		
Accounting Processor, III		
Hyderabad_SEZ		
Gross Pay	INR 399,996	INR 33,333
Gross Pay Components		
Basic Pay	INR 159,996	INR 13,333
House Rent Allowance	INR 63,996	INR 5,333

Qualcomm

India Annexure	Per Annum Rs.	Per Month Rs.
Flexible Benefit Plan	INR 176,004	INR 14,667
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 160,008	INR 13,334
Gross Pay Sub-Totals	INR 399,996	INR 33,333
Retrials		
Employer Contribution to Provident Fund	INR 19,200	INR 1,600
Gratuity	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,896	INR 2,241
Cost to Company (Gross Pay + Retirals)	INR 426,892	INR 35,574
Company Paid Standard Benefits		
Mediclaim	INR 36,600	
Personal Accident Insurance	INR 1,600	
Group Term Life Insurance	INR 3,600	
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits	INR 468,692	
New Hire Restricted Stock Unit Value	USD 1,500	

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.

* Gratuity payable as per Gratuity Policy of Qualcomm

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

01-Apr-2022

Simran kumari
2-2-131/131, D.A.D colony, near gopal nagar last bus stop
macha bolarum, secunderabad
-500010
SECUNDERABAD
Telangana
INDIA

Dear Simran kumari,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

Copart India Private Limited
4th Floor, Building 3B Raheja Mindspace,
Madhapur IT Park TS/IC HITEC City, Hyderabad,
Rangareddi, Telangana - 500081

PRIVATE AND CONFIDENTIAL

OFFER LETTER

November 4th, 2022

SENT VIA EMAIL TO**: Sweety Kumal**
Email: sweetykumalran@gmail.com
Mobile No: +91- 7032280640

Dear **Ms. Sweety Kumal,**

Congratulations!!! Thank you for your interest in Copart India Technology Center (CITC) in Hyderabad.

We are pleased to offer you the position of an **'Intern'** in Copart India Pvt. Ltd. Your work location will be CITC, Hyderabad. Your offer with Copart India Technology Centre (CITC) is for a period of 6 months, with the following terms and conditions:

1. The date of commencement of assignment will be **November 7th, 2022**.
2. The details of the assignment to be carried out will be conveyed to you, from time to time. However, you will be required to work exclusively for Copart India Technology Centre (CITC).
3. You will devote your energy, knowledge, and expertise for discharging assignments given to you.
4. During your internship, we will be pleased to pay you an internship allowance of Rs. **15,000** (Rupees Fifteen Thousand only) per month (Subject to deduction of tax at source as applicable).
5. At no time, you shall divulge our trade secrets or business information to any outsider.
6. This arrangement is liable to be terminated by either side, at any time, by giving seven days' prior notice in writing without assigning any reason whatsoever and no compensation in lieu thereof shall be payable.

After completion of 3 month's period, you will be assessed and accordingly your internship will be extended for next 3 months, at the end of 6th month you will be reviewed by the Reporting Manager for final selection. If selected, you would be given a Fulltime Position with Copart India Technology Centre.

Please confirm your acceptance of our employment offer by **November 4th, 2022**. Look forward to you being a part of Copart India Pvt. Ltd.

Chetan Pillay **Sweety Kumal,**



HR Manager- HR & Admin,

Copart India Pvt. Ltd.

Hyderabad, India. Position Accepted

Copart India Private Limited
4th Floor, Building 3B Raheja Mindspace,
Madhapur IT Park TS/IC HITEC City, Hyderabad,
Rangareddi, Telangana - 500081

List of onboarding documents

S. No.	Document
1.	**Age Proof (any of the below)** Birth Certificate / Passport / Class X Mark Sheet mentioning DOB / PAN Card / Baptism Certificate.
2.	**Identity Proof (any of the below)** Passport / PAN Card / Aadhaar Card / Voters ID Card / Driving Licer Photo Ration Card.
3.	**Address Proof (any of the below)** Passport / Photo Ration Card / Voters ID / Driving License / Electricity / Water / Telephone Bill (last 3 months) / Current address proof (if different from permanent address) Self declaration on stamp paper.
4.	**PAN Card Copy** (If not available, apply and submit on or before joining day).
5.	**Aadhaar Card Copy** (If not available, apply and submit on priority).
6.	**Highest Educational Qualification (any of the below combinations)** Degree Certificate + Final Year Mark sheet / All semester mark sheets / Consolidated mark sheet + provisional certificate.
7.	**2nd Highest Educational Qualification (any of the below combinations)** Degree Certificate + All Semester/Year mark sheets / Consolidated mark sheet.
8.	**2 Color Passport size with White background (***US Visa Format Photos***)**, below are the mandatory requirements: 1. Should have date mentioned in the bottom – (not less than one week of the Joining date.) Submit soft copy of the photo in JPEG version.
9.	**Profile**

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

February 3, 2022

TANYA SHAH
Hyderabad, India

Dear TANYA,

As the world's leading wireless technology innovator, we believe our employees have limitless passion, skills, and talents that have the power to change the world. Behind every innovation, you'll find our people – big thinkers like you – who focus on solving the toughest challenges and creating world-changing innovations that lead to breakthrough technologies. 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 Karthik Gorti, Manager, GAOC, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 33,333.00and 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.

Annual Review Process

You will also be eligible to be considered for the corporate annual review process. 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 annual review process 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 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.

Qualcomm

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 this offer of employment has been extended to you based on the information/representations made by you in your resume, application and/or the personal information sheet (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.) and that this offer, and your employment with Qualcomm is contingent on such information being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any information provided in your resume, application and/or personal information sheet is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 02/17/2022. 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.

You should scan and email signed copies of these documents to Prachi Pathak at pracpath@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 Prachi Pathak at +91 (80) 46172146.

Congratulations and welcome to Qualcomm!

Sincerely,

Murali Malla
Director, 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: Tanya Mukesh Shah

DATE: 07/02/2022

PROPOSED START DATE: 06/06/2022

Annexure to the Appointment letter

India Annexure	Per Annum Rs.	Per Month Rs.
TANYA SHAH		
Accounting Processor, III		
Hyderabad_SEZ		
Gross Pay	INR 399,996	INR 33,333
Gross Pay Components		
Basic Pay	INR 159,996	INR 13,333
House Rent Allowance	INR 63,996	INR 5,333

Qualcomm

India Annexure	Per Annum Rs.	Per Month Rs.
Flexible Benefit Plan	INR 176,004	INR 14,667
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 160,008	INR 13,334
Gross Pay Sub-Totals	INR 399,996	INR 33,333
Retrials		
Employer Contribution to Provident Fund	INR 19,200	INR 1,600
Gratuity	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,896	INR 2,241
Cost to Company (Gross Pay + Retirals)	INR 426,892	INR 35,574
Company Paid Standard Benefits		
Mediclaim	INR 36,600	
Personal Accident Insurance	INR 1,600	
Group Term Life Insurance	INR 3,600	
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits	INR 468,692	
New Hire Restricted Stock Unit Value	USD 1,500	

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.

* Gratuity payable as per Gratuity Policy of Qualcomm

JPMorgan Chase & Co.

Message from Jamie Dimon, Chairman and CEO

Welcome to JPMorgan Chase. We are pleased that you will be starting your career at an exceptional company – one of the world's oldest, largest and best-known financial institutions.

Across our businesses, we continue to deliver record results, innovative products and services for our customers, and great experiences for our employees. Named #1 in *Fortune*'s Change the World list, we are focused on helping communities large and small grow around the world. It's an exciting time to join JPMorgan Chase, and now – with your skills, experience and creative ideas – you'll help us continue to drive change.

During your time here, you will have opportunities to learn and grow in a supportive, respectful and inclusive environment. Do your best to contribute and excel in everything you do. By building strong relationships and doing the right thing – at all times – we have made this a company of which we can all be proud. It's how we do business. And, it is what has made us a top employer and a great business partner.

As you begin your career with JPMorgan Chase, I offer you an essential piece of advice: do your job well, and earn the trust and respect of the people around you. Throughout your employment, you will hear advice like this from our senior leaders – and we encourage you to put it into practice every day.

I hope you enjoy working here as much as I do, and I look forward to meeting many of you.

Best of luck in what I am sure will be a rewarding experience.



J.P.Morgan

12-May-2022

Varshaa Kannan
Flat No. 203, Sai Krishna Pride apartments, Srinilaya Enclave
Suchitra, Hyderabad
-500067
HYDERABAD
Telangana
INDIA

Dear Varshaa Kannan,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 18-May-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 18-Jul-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Special Cash Award

As soon as administratively practical and typically within 60 days from your start date, we will pay you a one-time sign-on award of INR50,000, less applicable taxes and deductions.

If your employment with J.P. Morgan terminates for any reason other than job elimination within twelve months after your start date, you must repay to J.P. Morgan the full amount of this cash payment, within 30 days of your termination date. You agree that J.P. Morgan may satisfy all or part of this repayment obligation by withholding, to the fullest extent permitted by law, any amounts not yet paid to you at the time you leave J.P. Morgan.

A5. Probationary Period

Your employment will be subject to a probationary period as outlined in paragraph 4.3 of Appendix B.

A6. Leave Entitlement

A6.1 Annual Leave

You are entitled to 20 working days of annual leave with full pay in every calendar year in accordance with the Company's Human Resources Policies and applicable law. If you work part-time hours, your annual leave entitlement will be pro-rated to reflect your part-time hours worked.

A6.2 Other Leave

You can find further details of other leave entitlements in paragraph 5 of Appendix B.

A7. Benefits

You are eligible to join the Company's benefits programs as amended from time to time. Further details will be provided to you separately.

A8. Retirement Scheme

You are eligible for retirement benefits, and can find details in paragraph 11 of Appendix B.

A9. Notice Period

During your probationary period, starting the day you join the Company, either you or the Company may terminate your employment with at least 15 days' written notice or payment of wages in lieu of such notice period.

After the probationary period, either party can terminate the employment by giving the other party 60 Days written notice ("Notice Period") or by the Company making a payment in lieu of Notice Period.

As outlined in the Company's Code of Conduct, we expect all employees to hold themselves to the highest standards of ethical conduct. In order to avoid conflicts of interest or the appearance of conflicts of interest, in the event that during your participation in J.P. Morgan's Analyst/Associate program you accept an offer of employment from another employer (regardless of the nature of its business or whether it is a client or competitor of J.P. Morgan), you must notify your manager no later than 3 business days of your acceptance of the offer.

APPENDIX B – GENERAL EMPLOYMENT TERMS AND CONDITIONS

B1. Employment

B1.1 Your employment is subject to:

a) your being able to carry out your role in India while being able to be physically present in a JPMC office in Hyderabad, India and obtaining and maintaining a valid work permit and such other permission, license or registration as may from time to time may be necessary to enable you to carry out your duties and continue your employment;

b) the satisfactory completion of all pre-employment screening processing, including

obtaining background references and checks as required, and the execution of any other forms necessary for employment; and

c) your being legally able to work with the Company. You agree to disclose any employment or contractual post-employment restraints you are subjected to which may, and will continue to, affect your employment with the Company and affirm that:

i) you are not in breach of any prior employment contract;

ii) you have not taken or otherwise misappropriated – and you do not have in your possession or control – any confidential and proprietary information belonging to any of your prior employers or connected with or derived from your services to prior employers, and you have returned to all prior employers any and all such confidential or proprietary information; and

iii) you are not subject to any other employment or any contractual post-employment restraints

iv) you shall indemnify and hold harmless the Company from any and all claims arising from any breach of the warranties in this paragraph.

B1.2 Whilst you and/or the Company may have agreed a tentative date of commencement of employment with the Company, you will not, unless the Company decides otherwise, be able to commence employment with the Company without our receipt of completed and satisfactory results from our pre-employment screening process.

B1.3 You may be required to provide services for other members of the Group throughout your employment. When providing these services, you may from time to time be required to travel and work in different locations within and outside your hiring location.

B1.4 Your employment shall continue until your retirement age of 60 or until terminated in accordance with paragraph 4 in Appendix B.

B2. Remuneration

B2.1 We will pay your total monetary remuneration in 12 equal monthly installments on or around the 30th of each month. We will review this remuneration annually, and we reserve the right to amend its terms, level and structure from time to time at our sole discretion.

B2.2 You will be liable for all tax payments and any other imposts that may be levied or payable on any sums paid and/or other benefits we provide to you. We are entitled to deduct or retain from the sum payable to you any withholding and other taxes levied or payable.

B2.3 Any payment of salary or bonus by, or other sum due to you from the Company shall be subject to any and all withholding or deduction (for, including but not limited to, any taxes, contributions, repayments or other sums which you have agreed that the Company may withhold/deduct or which the Company is obliged or entitled to withhold/deduct from time to time under any applicable law), and the Company shall in such case be entitled to withhold, deduct or retain the amount of such tax, withholding or deduction from any sum payable to you.

B3. Incentive Compensation

B3.1 In its absolute discretion, the Company may pay you an annual incentive award ("Award") in accordance with the terms of its performance based incentive compensation plan in place and as amended or varied from time to time ("Incentive Plan"). The Award may be in the form of cash, restricted shares or units of JPMorgan Chase & Co. common stock ("Restricted Stock") and/or stock options or stock appreciation awards. In granting an Award, the Company may consider any factors it considers appropriate including but not limited to the motivation of future performance, individual achievement, business unit and Group corporate results. The Award will be planned and communicated in United States dollars or in your local currency in accordance with the published Incentive Plan then in effect and applicable to your role and business area within the Company.

B3.2 Awards are subject to applicable taxes, the JPMorgan Chase Bonus Recoupment Policy and to the terms and conditions of Award Agreements, which will include recovery provisions, non-solicitation and similar covenants. Awards and payment thereof is conditional upon you being in employment with the Company and not under notice of termination (whether given by you or the Company) at the date of payment of any cash component of the Award. The Award is not pro-rated for the period worked if your employment terminates prior to the payment date.

B3.3 Vesting of Restricted Stock is conditional upon your continued employment as of each vesting date, and the terms and conditions set forth in the associated Award agreement. Stock options or stock appreciation awards will become exercisable on the exercisable dates set forth in the Award agreement(s) conditional on your continued employment as of each exercisable date, and the terms and conditions set forth in the associated Award agreement.

B3.4 The Company has absolute discretion over the payment and amount of any Award to you for any year. If paid, it shall not give rise to any expectation of the Award or the amount in future years of employment. No employee or officer of the Company is authorized to make any oral promises to you about an Award. During your employment any commitment as to an amount or timing of an Award must be in writing signed by a Senior Vice President or Managing Director of the Company and a human resources officer at the level of Vice-President or above. Awards do not form part of your salary for the purposes of pension or termination benefits.

B4. Termination

B4.1 Your employment may be terminated as follows:

a) By either party giving to the other prior written notice of at least the period specified, as applicable, in paragraph 9 in Appendix A (the "Notice Period"), or by the Company making a payment in lieu of notice for all or part of such Notice Period of an amount equal to basic salary you would have been entitled to receive during the Notice period or part of the Notice Period.

b) By the Company at any time without notice or compensation if you:

i) are guilty of fraud, dishonesty or misconduct which is inconsistent with the due and faithful discharge of your duties;

ii) seriously breach the Code of Conduct and any other Company policies;

iii) disobey the Company's lawful and reasonable instructions/requirements;

iv) habitually neglect your duties; or

v) otherwise commit a material or repeated breach of your employment terms or any of the Company's or Group's policies.

B4.2 During any Notice Period, the Company may put you on "garden leave" and may, amongst other things, do any or a combination of the following:

(a) suspend you from the performance of any duties or assign you alternative duties;

(b) exclude you from any premises of the Company or any of the Group companies and/or require you to work from another location;

(c) require that you have no or limited contact or communication, other than purely social contact, with any employees, officers, directors, agents or consultants of the Company or any other member of the Group;

(d) require that you have no or limited contact or communication with any customer or client of the Company or any other member of the Group;

(e) remove your access to the Company premises and computer systems;

(f) require that you return any property belonging to the Company under paragraph 7 in this Appendix; or

(g) require you not to do any act or thing, or make or cause to be made, any statement reasonably likely to damage the business or reputation of the Company or the Group.

B4.3 If paragraph 5 of Appendix A states that your employment is subject to probation, your probation period will be the first 3 months of employment, which you agree is reasonable, and fair, in light of the responsibilities of the role.

B4.4 At its sole discretion, the Company may notify you of an extension to your probationary period.

B4.5 All your duties (whether express or implied) under your employment and this letter, including without limitation your duty of fidelity, good faith, exclusive service and duties in relation to the Group's confidential information shall continue throughout the Notice Period including any period that you are on garden leave.

B4.6 During any Notice Period:

a) you will provide such assistance as the Company may require to effect an orderly handover of your duties and responsibilities to any individual appointed by the Company or any of the Group Companies to take over your role or responsibilities; and

b) you shall make yourself available to deal with requests for information, provide assistance, be available for meetings and to advise on matters relating to work.

c) you shall not, directly or indirectly, in any capacity whatsoever, interfere in any way whatsoever with the business or operations of the J.P.Morgan.

B5. Leave

B5.1 Annual Leave

a) Your annual leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time. You will be entitled to annual leave with full pay in every calendar year, to be applied and taken in accordance with applicable law and JPMorgan Chase internal policies that are in force and amended from time to time. The Company will be entitled to determine when this is taken although, as far as possible, arrangements will be made to suit your convenience. J.P. Morgan encourages you to use your annual leave entitlement for each calendar year in that calendar year.

b) After a notice of termination has been given, you will not be entitled to take annual leave notwithstanding any approval given before the date of the notice of termination unless the Company in its discretion otherwise determines.

c) You must comply with the Company's 'consecutive days leave' policies.

d) For the calendar year during which your employment with the Company commences or terminates, you will be entitled to such proportion of your annual leave entitlement as the period of your employment in each such year bears to one calendar year. Upon termination of your employment for whatever reason you shall, if appropriate and permitted under the law, either be entitled to a payment in lieu of any outstanding annual leave entitlement or be required to pay to the Company any salary received in respect of annual leave taken in excess of your proportionate annual leave entitlement.

B5.2 Sick Leave

Your sick leave entitlement will be subject to relevant legislation and JPMorgan Chase internal policies that are in force and amended from time to time.

B5.3 Suspension Leave

J.P. Morgan has the right to suspend you from your work duties with full pay where the Company considers it necessary to investigate any allegation of misconduct or impropriety on your part. Such right shall be exercised at the Company's sole discretion.

B6. Confidentiality

You acknowledge that a vast amount of privileged and confidential information will be disclosed to you in course of your employment with the Company and during your employment with the Company and thereafter, you shall keep secret and shall not at any time (whether during or after the period of your employment) use for your own or another's advantage, or reveal to any person, firm or company, any of the trade secrets, business

methods and plans, financial matters, client lists, investments, marketing plans, personnel matters or other information which you knew or reasonably ought to have known to be confidential concerning the business or affairs of the Company or any other member of the Group or any of their related companies, clients or suppliers.

You agree to abide by the specific provisions on the use of confidential information in the Company's policies and Group code of conduct.

The restriction contained in this paragraph shall not apply to any disclosure or use authorised by the Company or required by law.

B7. Return of Company Property

You acknowledge that any privileged or confidential information disclosed to you in the course of your employment with the Company remains the exclusive property of the Company and whenever requested by the Company and/or J.P. Morgan and in any event upon the termination of your employment, you will promptly deliver to the Company and/or J.P. Morgan all documents and other materials (whether originals or copies or in hard copy or electronic form) concerning the Company and/or J.P. Morgan or their respective clients and suppliers, which may have been prepared by you or have come into your possession, custody or control in the course of your employment with the Company. This includes, without limitation, any confidential information, lists of clients or suppliers, correspondence, electronic equipment, computer software or hardware, staff identity cards card and other property used in connection with the operations of the Company and/or J.P. Morgan. You will not be entitled to, and will not retain, any copies, title and copyright in such correspondence and other documents, papers, records and property are vested in the Company and/or J.P. Morgan.

B8. Post Employment Restrictions

B8.1 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company any Critical Person.

B8.2 For a period of three months commencing on the Relevant Date, you shall not directly or indirectly (whether on your own account, for or with any other person, firm or company) solicit or endeavor to entice away from the Company or any other Group Company the business or custom of any Restricted Client.

B8.3 The duration of the restrictions will be reduced by any period of notice that you work out or any period of garden leave as provided in this offer letter.

B8.4 In this paragraph B8:

a) "Critical Person" means any person who was an employee or director of the Company or any other Group Company at any time within one year prior to the Relevant Date who had access to trade secrets or confidential information of the Company or any other Group Company. This includes knowledge of, involvement with or influence over suppliers or clients of the Company or any other Group Company with whom you worked at any time during that period.

b) "Group Company" means the Company, its ultimate holding company, any subsidiary of the Company and any holding company from time to time. "Subsidiary" and "holding company" shall have the same meaning as in the relevant companies' legislation.

c) "Restricted Client" means any person:

i) who in the one year before the Relevant Date was a client of, or has dealt with, the Company or any other Group Company; and

ii) with whose custom or business you, or persons reporting to you, were personally involved with during the period of one year prior to the Relevant Date;

iii) but does not include publicly known institutional clients which you serve subsequent to your employment with the Company without the use of confidential or proprietary information of the Company and J.P. Morgan.

d) "Relevant Date" means the date your employment with the Company or the Group terminates for whatever reason.

B8.5 You acknowledge and agree:

i. that each of the foregoing paragraphs constitutes an entirely separate and independent restriction on you;

ii. that the duration, extent and application of each restrictions, obligations and undertakings are reasonable and necessary to protect legitimate interests of the Company and J.P. Morgan, considering, among other things, that the Company has commercial dealings with business partners throughout the world and that you will regularly be dealing with such partners as part of your duties and you understand that it does not by any means prevent you from earning a living in a satisfactory way;

iii. that, if any such restriction (or parts of a restriction) shall be adjudged by any court of competent jurisdiction to be void or unenforceable, the validity or enforceability of the remaining restrictions (or parts of a restriction) shall remain in full force and effect as if the unenforceable parts had been deleted. Damages may be an inadequate compensation for breach of any of the restrictions in this paragraph and, subject to a court's discretion, in the event of any actual or threatened breach of any provision of this paragraph, you agree that the Company shall be entitled to (on behalf of itself and on behalf of any other Group Company) restrain, by injunction, equitable relief or similar remedy, any conduct or threatened conduct by you. You expressly submit to the jurisdiction of any court of competent jurisdiction for this purpose, and in the event you receive from any person an offer of employment (whether oral or in writing and whether accepted or not), either during your employment or the continuation in force of all or any of the restrictions applicable to you, whether pursuant to this letter or the Code of Conduct, you shall provide to the person making such an offer of employment a full and accurate copy of the then current restrictions applicable to you.

iv. that any benefit given or deemed to be given by you to J.P. Morgan under the terms of this paragraph is received and held on trust by the Company for the relevant J.P. Morgan group company. You will enter into appropriate restrictive covenants directly with other J.P. Morgan

group companies if asked to do so by the Company.

v. that your employment with the Company and the compensation paid and/or payable to you by the Company shall be sufficient consideration for the purposes of this clause. You further agree and acknowledge that the limitations as to time and the character or nature placed in this clause are reasonable and fair and will not preclude you from earning a livelihood, nor will they unreasonably impose limitations on your ability to earn a living.

vi. that this offer letter constitutes a valid, legally binding and enforceable obligation on you and this document is not in violation of any applicable law.

vii. that any breach or threat of breach on your part of any one of such obligations and/or undertakings would cause serious harm to the Company or J.P. Morgan which may then institute any legal recourse against you that is deemed appropriate and/or recourse in damages, without further notice or delay.

viii. that you shall not assign this offer letter or the rights and/or obligations hereunder. The Company may assign its rights and obligations herein in all circumstances without your consent, including in connection with any sale, transfer or disposition of all or substantially all of its business and operations and its assets, in which case the Company's rights and obligations shall vest to the successor.

ix. in addition, you agree and acknowledge that the potential harm to the Company of the non-enforcement of this clause outweighs any potential harm to you and that you have given careful consideration to the restraints imposed upon you by this clause and that you are in full agreement as to their necessity for the reasonable and proper protection of the Company's interests. You expressly acknowledge and agree that each and every restraint imposed by this clause is reasonable with respect to subject matter, time period and geographical area.

B9. Code of Conduct and Staff Regulations and Affirmation

B9.1 It is a condition of your continuing employment and it is your obligation that you comply with:

(a) the Code of Conduct (as amended from time to time or superseded). At the time of acceptance of the offer of employment and on a periodic basis, you will be required to sign an affirmation (or reaffirmation) confirming your understanding and compliance with the provisions of the Code of Conduct; and

(b) the Company's other internal policies and procedures and all relevant policies and procedures for the line of business in which you are to undertake work.

B9.2 The Company shall be entitled at any time to amend the Company's internal policies and procedures (including but not limited to the Code of Conduct), the benefits set out in the Appendices and other staff regulations, as well as to put in place new policies as the Company sees fit. Any such amendments shall be notified in writing to each employee and shall on provision of such notice, become legally binding.

B9.3 The Company's Human Resources work policies are set out in the me@jpmc website, as amended from time to time. Please take time to familiarise yourself with these policies when

you begin your employment.

B9.4 To the extent that the contents of policies or procedures refer to obligations on the Company, you agree that they are guides only and are not contractual terms, conditions or representations on which you rely.

B10. Working Hours

B10.1 The total of your official working hours (excluding one hour lunch daily) is 40 hours per week. Your local business management will schedule your work hours, which depend on the needs of the business and may be outside of these core hours.

B11. Retirement Benefits

B11.1 Your entitlement to Provident Fund and Gratuity will be subject to relevant legislation and the Company's Human Resources policies that are in force and amended from time to time.

B12. Miscellaneous

B12.1 This letter represents the entire agreement between the parties with respect to your employment by the Company and supersedes any previous written or oral agreement between the parties in relation to the matters dealt with in it. You acknowledge that you have not been induced to enter into this letter by any representation, warranty or undertaking not expressly incorporated into it.

B12.2 If any paragraph (or part of any paragraph) of this letter is invalid or unenforceable, the validity or enforceability of the remaining paragraphs (or parts of a paragraph) shall not be affected and the other paragraph (or parts of a paragraph) shall remain in full force and effect as if the invalid or unenforceable parts had been deleted. This letter shall remain in full force and effect and survive the termination of your employment for any reason whatsoever.

B12.3 If, during your employment with the Company, you become indebted to the Company or are overpaid any amount for any reason, the Company will be entitled to recover that amount from you. The Company may, if it so elects, set off any sum due to the Company from you against the compensation payable to you, including any final salary payments due to you on the termination of your employment, and collect any remaining balance from you.

B12.4 The Company may, in connection with your employment, receive personal data relating to you or your family. Such data may be received from you, or from other sources including third party sources. The Company may process your personal data for the purposes of your employment and the operation of the Group's business and as set out in the Code of Conduct and relevant Privacy Policies and Privacy Handbook. You hereby consent to the processing, storage and transfer of your personal data (including transfer worldwide amongst members of the Group).

B13. Contract Execution

B13.1 You acknowledge and agree that:

(a) This letter may be delivered in a digital or physical format. Subject to any applicable law, where the letter is provided in a digital format, you acknowledge and agree that it is being

executed electronically and that it is enforceable.

(b) You have read and understood the terms of this letter and have been provided with an opportunity to review and discuss the terms of it with advisors, if you so desire.

(c) Should any further assurances be required or sought by the Company, you shall in good faith perform such further actions (including executing a physical copy of this letter)

B14. Governing Law and Jurisdiction

This letter and any dispute or claim arising out of or in connection with it or its subject matter or formation (including non-contractual disputes or claims) shall be governed by and construed in accordance with the laws of India. You and the Company submit to the non-exclusive jurisdiction of the Hyderabad courts in relation to any dispute arising in connection with your employment and this letter.

APPENDIX C - SYSTEMS MONITORING ACTIVITIES AND CROSS-BORDER TRANSFERS, PERSONAL ACCOUNT DEALING POLICY, AND CODE OF CONDUCT

Appendix: Systems Monitoring Activities and Cross-Border Transfers:

The following provides a summary of how JPMorgan Chase & Co., its affiliates and its subsidiaries and the entity that employs you, or for which you provide services (collectively, "JPMC"), conducts Systems monitoring. JPMC may conduct monitoring to the extent permitted by applicable law.

JPMC conducts monitoring of JPMC's physical facilities and its equipment and systems (collectively, the "Systems"). System monitoring applies to your JPMC equipment, your personal equipment when accessing the Systems, and the communications, information, and materials conveyed or accessed using the Systems. Monitoring activities may include the monitoring and logging of traffic and usage data of all electronic communications; monitoring of telephone calls to or from JPMC work telephones as permitted by applicable laws and subject to any required notices; monitoring of the contents of electronic communications, files, databases, applications, and internet usage; and logging hours worked and physical presence at JPMC's facilities if applicable. JPMC may at all times monitor, access, retrieve, record and review information obtained from the monitoring activities for various purposes, such as preventing and investigating activities that may violate JPMC's policies and ensuring compliance with legal or regulatory obligations. While conducting monitoring activities, JPMC may obtain and process personal information about you and others that may reside on the Systems.

The monitoring activities (including JPMC's collection and processing of personal or other information) are required for purposes of your employment or work assignment to promote adherence to applicable policies and regulations. Subject to applicable laws and regulations, if you object to this processing, JPMC may prohibit you from using the Systems; terminate offers of employment or work assignment; and, for employees, take disciplinary action against you, up to and including termination of your employment with JPMC.

JPMC may disclose the information it obtains in connection with monitoring activities to JPMC affiliates and to third parties, service providers, regulators, supervisory bodies, law enforcement and other government agencies. Information obtained from the monitoring activities may be used as the basis to take disciplinary actions, up to and including termination or other legal action, for violations of JPMC's policies or applicable laws.

In addition to the monitoring activities discussed above, JPMC may obtain and store other information related to your employment or other working relationship, such as your compensation information, performance information, benefits information and other workplace-related data. JPMC may transfer such information, and the information it obtains in connection with monitoring activities, to countries other than the country in which the information originally was collected, including to the United States.

Understanding Obligations under the Firm's Personal Account Dealing Policy (PAD):

The Personal Account Dealing Policy (Policy) of JPMorgan Chase & Co. (firm or JPMC) is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities.

PAD Compliance will notify you if the position you are being offered is considered to be subject to the Policy. You will remain subject for the duration of your time working in a subject group, unless notified otherwise of a change in subject status. Unless otherwise notified, you will continue to be subject to the provisions of the Policy even during leaves of absence from the firm, including, but not limited to, garden leave or medical leave.

You as well as your Connected Persons are subject to the provisions of this Policy and will need to be familiar with the obligations set forth in this policy. Connected Persons includes your spouse, domestic partner or minor children (even if financially independent) as well as anyone to whom you provide significant financial support or for which you, or anyone listed above, has or shares the power, directly or indirectly, to make investment decisions.

Once subject to the Policy, you must disclose and certify your Covered Accounts (which include accounts of your Connected Persons). You will be required to maintain your self-directed Covered Accounts with one of the firm's Approved Brokers and preclear all purchases, sales, pledges and gifts (received and given) of publicly traded and privately held financial instruments, unless listed as specifically exempt. Pre-approval confirmations must be received prior to executing the trade or investment. The firm may impose periodic restrictions on personal trading in certain financial securities. These restrictions can apply to all firm subject Workforce Members and their Connected Persons or may be limited to certain groups. Subject Workforce Members and their Connected Persons are not permitted to recommend or transact in the financial instruments of an issuer while in the possession of material non-public information (MNPI) regarding that issuer.

If you are a seasonal or short term employee the following requirements will apply:

JPMorgan Chase requires that seasonal workers refrain from trading in Covered Accounts for the time period that you are employed in a short term training program. Please verify that you will comply with the following personal trading requirements:

1. For the duration of the short term program I am joining I will not trade in any of my Covered Accounts
2. I understand that the Firm has the right to request account information for any of my Covered Accounts
3. If there is an extenuating circumstance that would compel me to place a trade in my Covered Accounts, I will obtain pre-approval of the trade by the Personal Account Dealing Group and I would be responsible for supplying all confirmations and statements to the Personal Account Dealing Group for that trade

*The term Covered Accounts refers to any securities accounts no matter where they are located and includes, but is not limited to, those accounts that are established, maintained or controlled (either directly or indirectly) by you, your spouse, domestic partner or minor children (even if financially independent), anyone to whom you provide significant financial support, and in which the employee has a direct or indirect financial interest.

Global Personal Trading Policy:

The Personal Account Dealing of JPMorgan Chase & Co. is designed to help prevent and detect violations of securities laws and industry conduct standards and to minimize actual or perceived conflicts of interest that could arise due to personal investing activities. This Policy includes requirements for disclosing Covered Accounts, maintaining certain accounts at one of the firm's Approved Brokers, preclearing trades, and restrictions and prohibitions on certain types of trading activity. This Policy is subject to any applicable local laws and rules and should be read in conjunction with Supplements (regional/LOB) as well as the firm's Code of Conduct.

Acceptance and Code Affirmation:

Upon signing this letter I accept the terms and conditions described above.

I hereby affirm that I have read, understand, and am in compliance with the JPMorgan Chase ("JPMC") Code of Conduct and all internal JPMC policies that apply to me. I agree, as a condition of my employment, to remain in compliance with the Code of Conduct and all applicable JPMC policies.

I understand that I must conduct myself in a way that is consistent with the Code of Conduct, demonstrating compliance with the principles and intent of the Code of Conduct, and applicable laws and regulations.

I also affirm that I have reported any potential or actual violations of the Code of Conduct, JPMC policies, or laws or regulations applicable to JPMC's business, as required by the Code of Conduct. I understand that failure to do so can result in disciplinary action, up to and including termination of employment.

I understand that the Code of Conduct may be updated periodically, as necessary; and that the current version is posted on the JPMorgan Chase intranet as well as on its public website.

Independent Auditor Tax Services to Employees of JPMorgan Chase and its Affiliates:

To be in compliance with the Public Company Accounting Oversight Board (PCAOB) Rule 3523, it is JPMorgan Chase's (JPMC) policy that PricewaterhouseCoopers (PwC) cannot provide any tax services to employees of JPMC or any of its controlled entities (hereafter referred to as JPMC employee). This restriction is regardless of whether the individual is in a financial reporting oversight role or not, and whether PwC is engaged by the individual or by JPMC. PwC is also prohibited from providing any tax services to a spouse of a JPMC employee if the work is related to a joint tax return. Exceptions to this policy will be reviewed on a case-by-case basis and will require the approval of the JPMC Controller.

Mumbai - 400 104, India
Telephone: +91-22-6157 3000 Facsimile : +91 22 6125 0000

DECLARATION

I hereby accept the offer for appointment as Probationary Clerk from The South Indian Bank Ltd further to the campus recruitment programme held on 28-5-2022 and express my willingness to join the Bank as soon as I receive the intimation letter. I also understand that my selection as Probationary Clerk is provisional in nature and is liable to be cancelled/ terminated in the event of non-compliance with any of the following terms and conditions:

1) **For final year Under Graduate students:**
   - Age not more than 22 years (i.e born on or after 01.04.2000).
   - 60% marks in X/SSLC, XII/HSC under regular course.
   - Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

2) **For final year Post Graduate students:**
   - Age not more than 24 years (i.e. born on or after 01.04.1998).
   - 60% marks in X/SSLC, XII/HSC and Graduation under regular course.
   - Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

3) Obtaining satisfactory physical fitness certificate as per Bank's norms after conducting a Physical Fitness Test by a Medical Practitioner in a Gazette Rank of a Govt. Hospital
4) Obtaining Police Clearance Certificate and satisfactory background verification reports.
5) Submitting the original mark lists/ certificates (10th grade onwards up to UG/ PG as applicable) for the verification to confirm that I have complied with the norms and eligibility criteria for the selection process.
6) Executing the Service Agreement as per Bank's norms.

Name of the Candidate: Abhishek Gupta

Permanent Address: Plot no :- 257, KVR Valley Road no 7, Praneet nagar, Mallampet

Name and address of the college/ institution: Loyola Degree College, Alwal

Place: Hyderabad
Date: 20-7-2022

Abhishek
Signature

May 10, 2022

Appav Ashish Benedict
4−55−124/13 Ring basthi, jagathgirigutta Near Rajiv gruha kalpa 6 th block.
Hyderabad Telangana
500037

Dear Appav Ashish Benedict,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Analyst − Accounting** at **salary grade 23.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **June 6, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Analyst − Accounting** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.350,000.00**, **(Rupees Three Lakhs Fifty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.406,600.00**, **(Rupees Four Lakhs Six Thousand Six Hundred Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance−based incentive in addition to your basic salary. Your initial annual target incentive is **10%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%− 10%** of the fixed salary. Any annual or other bonus payments are discretionary, non−binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 90 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

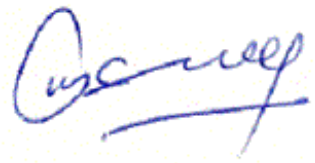
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Appav Ashish Benedict, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
Appav Ashish Benedict

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 90 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



Appendix 5

Your employment with the Company under this letter of appointment is subject to the fulfillment of following conditions:

1. Successful completion of the degree course that you are currently enrolled in.

2. Submission of a certified true copy of your Transcript of Records/Final Mark sheet/ Degree Certificate to the Company from your educational institution certifying that you have successfully completed the degree course by not later than **October 31th 2022**;

You understand and acknowledge that, you must successfully complete your degree course and submit a certified true copy of your transcript of records/final mark sheet certifying that you have successfully completed the degree course within the stipulated deadline to continue your employment with the Company.

You also understand and acknowledge that in addition to conditions/ grounds for the termination of employment enumerated in Clause 7 of the standard terms and conditions of employment (Appendix 3) of this letter of appointment, failure to successfully complete your degree course and submit a certified true copy of your Transcript of Records/Final Mark sheet certifying that you have successfully completed the degree course within the stipulated deadline shall constitute a valid condition/ ground for termination of your employment by the Company and/or grounds for the Company to impose disciplinary measures against you.

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President | Human Capital

I have read the contents of this Appendix 5 to the letter of appointment carefully and understand and accept the obligations which it imposes upon me without reservation. I sign the terms and contained herein voluntarily and freely.

ACKNOWLEDGEMENT:

Candidate Full Name:

Date:

27th May 2022

To: Mr. Ayush Mishra

Dear Ayush,

WeMakeScholars Edtech Pvt. Ltd. ("the Company") is pleased to offer you employment as **Junior Financial Officer** at Hyderabad on the following terms:

1. Duties

As a Junior Financial Officer, you agree to devote the whole of your professional time, attention and energy to the performance of your designated tasks and not, directly or indirectly, consult with, advise, work for or have any interest in any competing business or pursuit during this employment that creates a conflict of interest.

2. Remuneration Package

Annual Compensation: You are being offered an annual CTC between the range of **Rs. 3,64,000 - Rs. 3,94,000 (Three Lakhs Sixty Four Thousand to Three Lakhs Ninety Four Thousand only)** which is divided into Fixed Pay (inclusive of standard company benefits) between the range of Rs. 2,34,000 - Rs. 2,64,000 (Two Lakhs Thirty Four Thousand to Two Lakhs Sixty Four Thousand only) plus performance-based variable pay of Rs. 1,30,000 LPA (One lakh thirty thousand). Annexure-I specifies the breakdown of fixed pay into net monthly take-home.

3. Benefits

You shall be entitled to any benefits available to personnel in your job category and for which you are eligible in accordance with any benefit plan or policy adopted by the Company during your employment. Please check Annexure- II for the details of benefits.

4. **Exclusive Monetary Compensation**

You agree that your compensation under Clause 2 of this letter constitutes the full and exclusive monetary consideration and compensation for all services rendered by you under this letter of agreement.

5. Working Hours

The normal expected standard working hours are 9:30 am to 6:30 pm from Monday to Saturday with 2nd and 4th Saturday Off. However, there may be occasions where you may be required to work beyond these hours and you are expected to cooperate accordingly. Your salary includes compensation for any such additional hours.

6. Employment Contract:

You are obliged to serve a minimum period of 12 months at the company. If you break this contract before completing your tenure, you would be relieved on payment of a sum of money equal to three month's salary in lieu thereof.

7. Probation Period:

For the first 4 months at the organization, you will be under probation. Please note that the fixed salary for the probation period is Rs. 17,000 Per Month . Any incentives generated during this period will be paid in similar terms as per Annexure 2. During the first 3 months of your prohibition period, No work from home and leaves will be provided. But kindly note that if the company doesn't find your learning satisfactory during these 4 months period and decide to end this relation, the first 15 days salary will be deducted, before setting the dues, as that is a pure training period. Contract terms and conditions are applicable.

7. Separation with no Cause

For separation with no Cause, either party may give notice of separation of employment at any time, subject to one month's notice in writing which is

mandatory. Following any termination of the period of Employment, you shall fully co-operate with the Company in all matters relating to the winding up of pending work on behalf of the Company and the orderly transfer of work to other employees of the Company. You shall also cooperate in the defense of any action brought by any third party against the Company that relates in any way to your acts of commissions while employed by the Company provided that you are adequately compensated for such co-operation and that all costs and expenses associated with the same, including any legal costs incurred by you, are paid by the Company. 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 the Company and shall be returned promptly to the Company upon termination of the period of Employment.

8. Separation for Cause

At any time, the Company may terminate your employment for a cause (as defined below): The Company shall pay you all compensation then due and owing. Termination for "cause" means the failure on your part to properly carry out your duties after intimation by the Company of the failure to do so and an opportunity for you to correct the same within a reasonable time and with imposition of some extra unpaid workdays, 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 Company or the carrying out of your duties. Kindly note that it may or may not have a notice period. The bond breaking fee will be applicable incase, company terminates you, with a sense that you are intentionally not willing to abide by the work or other policies.

9. Policies and Procedures

You agree to adhere to the policies and procedures contained in the Company's Employee Handbook as they may from time to time be amended by the Company and called to your attention. You also agree that these policies and procedures shall be binding upon you, except that if they are inconsistent with this letter of agreement, this letter of agreement shall govern. You agree that it is your duty to

acquaint yourself with the Company's policies and procedures, which are available to you in the offices of the Company, in case of doubt as to your conduct, rights or obligations and in advance of taking an action. You also agree to the terms of the Company's Employee Confidentiality and Non-Compete Agreement, which you agree to review carefully and to sign before commencing employment.

10. Modification

The terms of this letter of agreement between you and the Company may be amended only by an agreement in writing signed by you and the Company.

11. Entire Agreement

The terms of this letter of agreement together with its attachments, when accepted and signed by you, embody the complete agreement and understanding between you and the Company related to your employment. Once agreed to, this letter of agreement supersedes any and all other prior or contemporaneous oral or written agreements between you and the Company with respect to your employment and contains all of the agreements of any kind whatsoever between you and the Company with respect to your employment. You and the Company acknowledge that no representations, inducements, promises or agreements, whether oral or written, express or implied, have been made either by you or by anyone acting on behalf of the Company that are not incorporated in this letter and that no other agreement or promise not contained in this letter shall be valid or binding.

12. Voluntary Agreement

You represent and agree that you have reviewed all aspects of the terms set forth in this letter, have carefully read and fully understand all of its provisions, have had the opportunity to review any and all of its aspects with legal, tax or other advisors of your choice, and, by your signature below, are voluntarily entering into this agreement with the Company.

13. Pre-Joining requirements: On the date of signing the offer letter, please submit the following documents:-

Documents Checklist	**ACK**
Original 10th Marksheet	
Original 12th Marksheet	
Degree Certificate original or Provisional certificate	
Degree Sem original marksheets	
Copy of relieving letter	
Copy of work experience certificate	
Copy of Aadhar Card/Driving licence	
Copy of Pan card	

These documents will be with the organization for your employment tenure.

Annexure-I

Fixed Pay Breakdown

Annual fixed CTC	2,34,000 - 2,64,000
Fixed monthly compensation	19,500 - 22,000
Base Salary	9,750 - 12,250
House Rent allowance	3,900
Medical Allowance	520
Conveyance Allowance	2,080
Car perquisites	1,625
Leave travel Allowance	1,625
Deduction of Professional tax	150
Net Take Home Monthly Salary (before Income Tax-TDS)*	19,350 - 21,850

Variable Pay:
You get file based incentive (paid monthly)**
Depending on your performance, you will be eligible for a variable pay of upto 1,30,000. The total variable can be higher or lower than 1,30,000 subjected to your performance in the organization.

Note:

- *All figures in rupees*
- *The above are subject to applicable taxes as per the Indian Income-tax guidelines*
- *All other terms and conditions of your appointment, not specifically altered by this letter, remain unchanged.*
- *Your compensation is personal & confidential to you. Sharing/discussing the same with anybody other than the designated authority is not permitted.*

**TDS would be deducted as per Indian Income-tax guidelines*
*** Company reserves the sole right to modify the incentive structure with further communication to all the beneficiaries.*

Annexure-II

This section defines the benefits and paid work-offs offered to you. Your rights under any such benefit policies or plans shall be governed solely by the terms of the policies or plans. The Company reserves to itself or its designated administrator the exclusive authority and discretion to determine all issues of eligibility, interpretation, and administration of each Company benefit plan or policy. The Company or its designated administrator reserves the right to modify or terminate each benefit plan or program.

Basic

A. Paid work-offs: You shall be entitled to 2 paid work-off/ leave per month (excluding the Sundays). This can be considered as sick leave or vacation leave.

B. Company Holidays: In addition to 24 annual paid leaves, you shall also be entitled to 17 festival / national holidays in a year as per the company calendar.

Advanced- When someone needs you more than us

We understand that sometimes you have more important things to take care of, than your work at the office. And we agree that monetary compensation may not be the right solution in such situations. Hence, to make our work culture better, we entitle our loyal team members with the following additional benefits.

A. Your wedding- Being a young team mostly unmarried, we know that most of you will need our support to make your big day even better. Hence, you will be entitled to 8 days paid wedding leave if you have been with the company for a period of 18 months or more.

B. Maternity / Paternity leave- We believe that good work and life balance makes you more efficient. Hence, we don't want you to miss those important moments of life. You shall be entitled to 60 days Maternity or 20 days Paternity (including Sundays and company holidays in that period) if you have been with the company for a period of 30 months or more.

C. Taking care of Parents- Our parents need us more when they are growing old. As an employer, it is our responsibility to support you in that phase of your life. If you are with the company for 3 yrs or more, your work from home will be doubled if both your parents stay with you and are above 70. You will avail this benefit for the unlimited number of years until your parents are alive.

Date of reporting: I hope that you find the foregoing terms acceptable. Please indicate your agreement with these terms and accept this offer by signing and dating the duplicate copy of this letter and returning it to us. **Your Date of Joining is on 6th June 2022**. The terms of this offer are strictly confidential between you and the Company.

We welcome you to WeMakeScholars Edtech Pvt. Ltd. and look forward to your contribution to growing the business together.

Sincerely,

GR Srinidhi
Application Manager (HR)
WeMakeScholars Edtech Pvt. Ltd.

I am happy to accept the offer of employment with WeMakeScholars Edtech Pvt. Ltd. **I will be joining on 6th June 2022** and look forward to being a part of the WeMakeScholars team.

ACCEPTED AND AGREED

_____ Dated: _____, 2022

Ayush Mishra

We look forward to hearing from you soon. Should you have any query, please do not hesitate to contact hr@wemakescholars.com (Phone No: +91-9346752922)

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Deloitte Consulting India Private Limited
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Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 15, 2022

Mr. Ayush Shah
26/1 G.T. Road, Champdani Linegate, Post- Baidyabati, District- Hooghly,
kolkata, 712222
India

Subject: Offer of Employment

Dear Ayush Shah:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

Ayush, 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,

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu E0DC4939D953432...
Signature

Authorized Signatory

Acceptance

I, **Ayush**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Mr. Ayush Shah **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Ayush Shah **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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

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24. Governing Law; Choice of Forum. This Employment Agreement is deemed to have been executed in the Employer's office in **Hyderabad, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

_____	Ayush Shah _____
Signature	Name

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.

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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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Ayush Shah

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 15, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

_____	Ayush Shah _____	_____
Signature	Name	Date

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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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 15, 2022
_____
Date

I have read and understood the above policy terms.

Ayush Shah

_____	_____	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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*.

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• 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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Ayush Shah _____
Signature	Name

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Deloitte.

May 15, 2022

Mr. Ayush Shah

26/1 G.T. Road, Champdani Linegate, Post- Baidyabati,
District- Hooghly,

kolkata, 712222

India

Training Bond

Dear Ayush:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu E0DC4939D953432...
Signature

Authorized Signatory

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219147159/Hyderabad/BPS/BTN
Date:24/04/2022

Dear Mr. Binson Mathew,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20219147159/Hyderabad/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Ernst & Young Services Private Limited
THE SKYVIEW 10
18th Floor, "SOUTH LOBBY"
Survey No 83/1, Raidurgam
Hyderabad - 500 032, India
Phone: +91 40 6736 2000
Fax:

13 September 2022

Mr. Deven Bansal
1-23-251/2,Alwal, Hyderabad, 500015

Your appointment as Associate in Markets.

Dear Deven,

With reference to your application and the subsequent interview(s) you have had with us, we are pleased to confirm your appointment for the above position in **Ernst & Young Services Private Limited** subject to the following terms and conditions.

1. Job Title

You shall be designated as **Associate** in HR Band **6.**

The designation and band are for reference only and do not entitle you to any benefit other than as has been specified in this letter, or intimated to you in writing in respect, thereof. The Management retains the right at all times to change / modify / amend the titles/ designations or to rearrange the band structure, which may impact the above fact.

2. Annual compensation

a. Your annual compensation including benefits, allowances, and perquisites, if any, payable by the Firm is **INR 4,00,000 per annum (Rupees Four Lakh Only).** A typical break up is provided as an Illustration in Annexure A to this Agreement.

b. Your eligibility to performance linked bonus is driven by firm's performance bonus policy. This component, if eligible, is in addition to your annual compensation.

c. The performance bonus scheme is subject to revision at the discretion of the Firm's Management.

d. Besides this you will be eligible for Gratuity as per Payment of Gratuity Act, 1972. You may note that as per the Act provisions there is an upper limit of 20 Lakh.

e. Your compensation will be subject to income tax as per the provisions of the Income Tax Act, 1961.

3. Date of joining

As agreed, you shall join the services of the Firm on **19 September 2022.**

Building a better working world

4. Probation

You shall be on probation for a period of (6) months from your date of joining, the period of which may be further extended at the discretion of the Management. After completion of the probation period and subject to your performance your appointment shall be confirmed in writing.

5. Retirement

Your retirement age shall be 60 years.

6. Transferability

Your initial place of posting will be Hyderabad-SkyView10-SouthLobby. However, your services are liable to be transferred from one location to another, anywhere in India.

7. Notice period and termination

a. During the probation period described above, either party may terminate the employment by giving 2 month's notice or 2 month's salary in lieu of notice, to the other party, subject to the release date being approved by the reporting partner.

b. After confirmation of services, either party may terminate the employment by giving a minimum of 3 months' notice to the other party. The Firm may, at its discretion, with or without conditions, agree to waive off this notice period requirement of 3 months, either wholly or partly.

c. The Firm may terminate / suspend your services, at its discretion, at any time immediately upon written notice to you, if it has been alleged and prima facie established, through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offence involving moral turpitude (the term "Moral Turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or is likely to damage Firm's reputation.

8. Code of Conduct and Policies

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.

b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, work hours, dress policy, etc., as if these rules, regulations, policies et al, were part of this contract of appointment.

c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's intranet or through the Firm's newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading.

Building a better working world

9. Confidentiality

a. **Remuneration:** You shall at all times keep the details of your salary and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.

b. **Use of Firm's name:** You shall use the Firm's name, logo, trademark or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifiers in any manner other than what is already a matter of public knowledge, provided however, you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients, vendors or other Firm's personnel.

c. **Information:** You shall always maintain the highest degree of confidentiality with respect to the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm, its representatives, authorised personnel, vendors, sub-contractors, clients, etc., by any means and you will use such records, documents and information only in a duly authorised manner in the interest of the Firm. For the purposes of this clause, 'Confidential Information' means information about the Firm's business and that of its customers, sub-contractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its customer lists, employment policies, personnel, and information about the Firm's products, processes including ideas, concepts, projections, technology, manuals, drawings, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and not disclose or divulge Confidential Information to any third party or make use of any such information for your own benefit.

d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm. Upon termination of your employment with the Firm, or otherwise upon the Firm's request, you will immediately surrender to the Firm all files, books, magazines, reports, documents, manuals, audio and video tapes, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary terms , that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this Agreement. In addition, the Firm will be within its rights to (i)

advertise for public knowledge / notice (ii) notify to your prospective employer or regulatory body, any impropriety or breach of confidentiality obligations hereunder, at its absolute discretion.

f. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this Agreement and/or your employment with the Firm.

10. Non- Compete

a. You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this Agreement, or is otherwise inconsistent with your obligations under this Agreement. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer and do not have any outstanding issues/ unfulfilled employment obligation pending with your previous employer having legal ramifications / consequences for you or for us.

b. During your employment with the Firm, you will devote your whole time, attention and skill for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

c. You hereby agree not to directly or indirectly compete with the business of the Firm and its successors and assigns during the term of the Agreement and for a period of two years following the expiration or termination of this Agreement and notwithstanding the cause or reason for termination.

d. You will have to seek prior permission from the Firm for any employment with a client of the Firm or any other organization working with a client of the Firm, whose assignment you have worked on directly.

e. Subsequent to your separation from the Firm, for a period of twelve months, you will not without the consent of the Firm take up any job or assignment, either full time or otherwise, directly or indirectly for or on behalf of any other organization working with a client of the Firm, whose assignment you have worked on in the twelve months immediately preceding your separation from the Firm.

11. Intellectual Property

In consideration of this Agreement and of the salary agreed to be paid in consideration hereof, you agree as follows:

a. The Firm shall own (as its exclusive property, free from any obligations towards you) all Intellectual Property developed or conceived by you solely or jointly with others during the period of your employment; This includes but is not limited to Intellectual Property that:

- is along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment
- result from or is suggested by any work which you may do for the Firm
- are otherwise made through the use of Firm’s time, facilities or materials.

b. Not to disclose or utilize in your work with the Firm, any Confidential Information of others (including any prior employers) or any inventions or innovations of others without express permission.

c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such Intellectual Property in any and all countries.

12. Personal Data

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including but not limited to your financial information, email address, addresses, telephone numbers, shareholdings, physiological and/or mental health information, and medical records and history (your Personal Data). You acknowledge that the Firm may collect, use, transfer, store or otherwise process (Process) such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the Processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

13. Miscellaneous

a. The following annexures form an integral part of this Agreement:

Annexure A - Illustrative compensation break-up

b. **Additional Documents**: You may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to you / your nature of services as well as (ii) per any requirement of law of the jurisdiction where you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client request and/or (v) per the Firm's exclusive discretion.

c. **Supersedes previous agreement**: This Agreement supersedes and replaces any existing Agreement between the Firm and you, relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This Agreement shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your financial undertakings (if any), in this Agreement shall be an obligation of your executors, administrators, or other legal representatives or assigns.

d. **Severability**: If any provision contained in this Agreement is held to be invalid or unenforceable, the remaining provisions of this Agreement shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this Agreement unenforceable or invalid.

e. **Conditions precedent**: This appointment is valid subject to (a) your being medically fit, (b) your furnishing at the time of joining, documents in proof of your having been relieved by your present employer, and (c) our receiving satisfactory references on your background.

f. **Privity of contract**: The terms of this Agreement may only be enforced by a party to this Agreement.

g. **Governing law and dispute resolution**: This Agreement, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this Agreement the decision of the Management of the Firm shall be final and binding.

h. **Certificate of Practice**: If you currently hold a Certificate of Practice (CoP) issued by the Institute of Chartered Accountants of India, you hereby undertake to surrender the CoP with immediate effect, and provide us with evidence thereof. If you are a Chartered Accountant and do not currently hold a CoP issued by the Institute of Chartered Accountants of India, you hereby undertake not to apply for such CoP unless instructed or required by the Firm to do so.

i. You will disclose any directorships, trusteeships or other personal appointments held by you. You will consult and inform the Firm's Risk Management team of appointments and will immediately surrender any prohibited position as advised by them and disclose the positions permitted per the Firm's policies on the Directorship Evaluation Tool (DET) within 15 days of your date of joining. You will further notify or obtain prior approval, as applicable, from the Risk Management team, for any changes in the appointments that you may hold in the future.

Please signify your acceptance of these terms and conditions of employment by signing the duplicate copy of this Agreement and return the same to us for the Firm's records.

Yours sincerely,

For Ernst & Young Services Private Limited



Anshula Verma

Authorised Signatory

I hereby accept the position and terms and conditions of employment offered.

Signature  Date 14th September, 2022

Deven Bansal

WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore,Karnataka, 560103
support@Codeyoung.com
8186928385

Employment Offer and Employment Agreement

25th May 2022,

Dear K Sudarshan Reddy,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **27th June 2022.**

1. **BACKGROUND CHECKS AND REFERENCE CHECKS**

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.
For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. **Probation/ Training**

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled "Compensation"

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory char ges arising as a result of your employment with the Company , these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required fromtime to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14. DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess,is kept protected . Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of noticeperiod.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months**' notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any c laims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoun g'scustomers or employees. This restriction applies during your tenure with Codeyoung and for aduration of two years after termination of your engagement with Codeyoung, regard less of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes

shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.

Codeyoung

CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung

Codeyoung

HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name: kasam sudharshan reddy

Date: 27th may 2022

Signature:K sudharshan reddy

Codeyoung

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung ("Codeyoung")

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as
a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a "Data Controller" and together the "Data Controllers").

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else's use (whether for profit or not) m ake copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

a. Codeyoung staff training video on data protection;
b. Security procedures specific to the building where I am to carry outmy assignment; and Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

K sudharshan reddy

SIGNATURE

DATE
27th may 2022

Codeyoung

DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed k sudharshan reddy

Name kasam sudharshan reddy

Codeyoung Dept. / Job title inside sales specialist

Date 27th may 2022

Codeyoung

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business- like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subje ct to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must bemade.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.

I **K Sudarshan Reddy,**

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

K sudharshan reddy

SIGNATURE

27th may 2022

DATE

Codeyoung

HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platf orms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date: 27th may 2022

Signature:K sudharshan reddy

Name:
kasam sudharshan reddy

Codeyoung

HR 2.01 F10 – Data Consent Form

The CTC provided by the company is will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	**₹376,608**	**₹31,384**
C	Employer Contribution to PF	₹23,400	₹1,950
A	**Fixed CTC**	**₹400,008**	**₹33,334**
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	**Total Deductions**	₹24,000	₹2,000
A – B- C	**Net Salary**	**₹352,608**	**₹29,384**

With regards,

Shailendra Dhakad
Director
Codeyoung



Nymble

EPI/INT/059

19th December 2022

Dear **Kshitij**,

Hope you and your family are doing well.

Based on the interview process and the discussions we've had with you, we are extremely pleased to extend you this offer of internship to join Epifeast India Pvt. Ltd. and be a pivotal part of our journey.

Your designation shall be **Graduate Trainee-Customer Success.** as an Intern, reporting to *Varun Ranawat*. Your internship is expected to commence on **9th January 2023** as mutually agreed. Your internship related terms and conditions are in the attached contract.

Please take time to understand your internship package and in addition to the information shown in the annexures, you will also be required to abide by the internal policies that are in force and amended from time to time such as HR policies, confidentiality, other IT related policies and regulations implemented in the Company.

Your internship terms should be treated with the strictest confidence & should you seek any clarification on your internship terms, please contact the HR team.

Please sign at the bottom of this letter as your acknowledgement to accept this offer of internship & return one copy to us. We would like to take this opportunity to welcome you and wish you every success with Nymble.

For Epifeast Pvt. Ltd.,



Rohin Malhotra
Co-Founder

Signature

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Nymble

EPI/INT/059

Annexure A

1 Notice Period/Cessation of internship

1. In the event of you deciding to leave the Company, you will be required to give 15 (Fifteen) days' notice period. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the completion of the assignment which may be beyond a period of 15 days.
2. Your services can be terminated with immediate effect on the grounds of, including but not limited to, any violation of the Company code of conduct and Employee Handbook, indiscipline, insubordination, misappropriation, malpractice, irregular attendance, parting of confidential information to a third party without proper authorization.
3. Your services can be terminated for continued absence from duty for a period beyond 5 (Five) working days without prior approval from the manager or continued ill health for a period exceeding 2 (Two) weeks leading to loss in business productivity without prior authorization from work.

2 Confidentiality

1. During your internship, you may have access to intellectual property, software code and confidential business information belonging to the Company. By accepting this offer of internship, you acknowledge that you shall 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 perpetually.
2. In addition, you agree that, upon conclusion of your internship, you will immediately return to the Company all of its property, equipment, designs, research papers and documents, including electronically stored information. The Company will solely own any asset, including, but not limited to, source code, design documents, or other

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intellectual property on a perpetual basis that you create during your internship.

3. Your individual remuneration is strictly between yourself and the Company and has been arrived at on the basis of your specific background and professional merit. We expect you to keep this information and any changes made therein from time to time as Personal and Confidential perpetually.
4. You will never divulge or disclose any proprietary information of the Company or its trades or dealings or any other matter, which, in any manner, is injurious or prejudicial to the business or interests of the Company.
5. During the period of your internship with the Company, you will not, directly or indirectly, be engaged in any trade or business or seek internship elsewhere.
6. You will be responsible for safekeeping and return in good condition and order of the property, documents, papers, files etc. of the Company, which may be in your custody, care, use or charge in course of discharge of your duties.

3 Intellectual Property Rights

1. The Employee unconditionally acknowledges the exclusive right of the Company to all copyright, trademark, registrations, and/or other proprietary rights now belonging or hereinafter acquired or resulting from the work carried out by the Employee.
2. The Intellectual Property Rights created due to anything done by the Employee or any task undertaken by the Employee or any such product or resultant creation in the Employee's capacity and scope as an Employee of the Company, shall be deemed to automatically vest with the Company.
3. During the period of this Agreement, any product/software/source code and all Intellectual Property Rights of the product/software/source code developed by the Employee shall belong to the Company.
4. All work and inventions, designs, literature, code are the sole intellectual property of the Company when developed during the Employee's engagement with the Company and the Employee agrees to assign such Intellectual Property irrevocably in favor of the Company including release of all claims with regards to both Intellectual Property Rights as well as moral rights over such inventions, drawings, designs,

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literature, methods, algorithms, software codes etc. (“Work for Hire”).

4 Indemnity

1. The Employee agrees to indemnify and hold harmless the Company in the event of any claims, demands or actions, including legal costs incurred by the Company, due to any breach, or violation of laws, infringement of copyright or trademark on behalf of the Employee, or any third-party action initiated against the Company attributable to actions of the Employee.

5 Survivability

Clauses 4 (Confidentiality), 6 (Intellectual Property Rights), and 5 (Non-Compete and Non-Solicit) shall survive the termination of this Agreement.

6 Severability

The invalidity or unenforceability of a particular provision of this Agreement shall not affect the other provisions hereof and the Agreement shall be construed in all respects as if such invalid or unenforceable provisions were omitted.

7 Applicable Law

This Agreement shall be subject to the laws of India and any dispute that arises from this Agreement shall be submitted to the jurisdiction of the appropriate Court of Law in Bengaluru City.

8 Employee Handbook

1. The Internship of the Employee shall be governed by this Agreement and the

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Employee Handbook as amended from time to time.

2. The Employee acknowledges that the Company shall have the sole discretion of amending the Employee Handbook and no prior consent of the Employee shall be required for the same by the Company.
3. In all cases where clauses in the Employee Handbook and this Agreement are contradictory in nature, the clause in the Employee Handbook would be considered as final and binding.

9 Acceptance

1. 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. 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.

We 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 to us.

For Epifeast Pvt. Ltd.,



Rohin Malhotra

Co-Founder

Signature

Annexure B

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Deloitte Consulting India Private Limited
Deloitte Tower, Survey No. 41, Gachibowli Village,
Ranga Reddy District, Hyderabad - 500032, Telangana,
India

Tel: +91 040 67621000
www.deloitte.com

May 15, 2022

Ms. Manthena Shanmukh Varma
Flat no 121 Sundaram Appta, Ramaraj Nagar colony, Suchitra,
Rangareddy, 500010
India

Subject: Offer of Employment

Dear Manthena Shanmukh Varma:

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 Analyst - Finance & Operations** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Finance & Operations** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 29, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 29, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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.

Manthena Shanmukh, 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,

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu E0DC4939D953432...
Signature

Authorized Signatory

Acceptance

I, **Manthena Shanmukh**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

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Annexure A

Ms. Manthena Shanmukh Varma **Associate Analyst - Finance & Operations**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Manthena Shanmukh Varma **Hyderabad**

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 **Deloitte Tower, Survey No. 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Finance & Operations** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **August 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Manthena Shanmukh Varma
_____	_____
Signature	Name

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*.

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EXHIBIT B

Pre-existing Creations; Pre-existing Agreements or Arrangements

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Manthena Shanmukh Varma

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Consulting India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

May 15, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

_____	Manthena Shanmukh Varma _____	_____
Signature	Name	Date

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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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Consulting India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

May 15, 2022
_____
Date

I have read and understood the above policy terms.

Manthena Shanmukh Varma

_____	_____	_____
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.

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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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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*.

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• 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.
• 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 29, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

	Manthena Shanmukh Varma
_____	_____
Signature	Name

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Deloitte.

May 15, 2022

Ms. Manthena Shanmukh Varma

Flat no 121 Sundaram Appta, Ramaraj Nagar colony,
Suchitra,

Rangareddy, 500010

India

Training Bond

Dear Manthena Shanmukh:

On behalf of **Deloitte Consulting India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **August 29, 2022**. 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,
For **Deloitte Consulting India Private Limited**

DocuSigned by:
By: Chandra Shekar Hegganur Shivaramu
E0DC4939D953432...
Signature

Authorized Signatory

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

July 14, 2022

Avinash Manyam
Hyderabad, India

Dear Avinash,

We believe our employees' ideas can literally change the world - and we see it happen all the time. For more than three 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 Naveen Majeti, Manager, GAOC, with a start date to be determined.

Your monthly salary will be an amount of INR 33,334.00, details of which are set out in Part 1 of the Annexure.

All payouts including the 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.

Discretionary Annual Rewards

You will also be eligible to be considered for the corporate annual review process (eligibility during the first year after joining is subject to the joining date being on or before the cut off date for the particular year). During this review, each employee may be eligible for discretionary salary increases subject to assessment on various relevant criteria. The annual review process 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 - Bldg D 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 in lieu of notice, equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice if it has reasonable grounds, including deficiency in performance, acts of misconduct or negligence as per Qualcomm policy or guidelines, breach of this agreement, Qualcomm policies or any applicable laws.

Qualcomm

Without prejudice to the foregoing, 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 in lieu of notice equal to the amount or pro-rated amount of salary which would have accrued to you during the period or remaining period of notice, if you are found to have been charged, or convicted for any crimes or offences against any work colleague or against Qualcomm or for crimes or offences, involving acts against the state, or acts of violence, harassment or harm (including of a sexual nature) against any person or property, at any time during or prior to your 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.

You shall return to Qualcomm all company property in your possession upon the cessation of employment.

Other Acknowledgements and Contingencies

You understand and agree that this offer of employment has been extended to you on the basis (i) of the information/representations made by you in your resume, application and/or documents and information provided by you (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.); (ii) that your employment with your former employer, if any, has been duly terminated; and (iii) that you have not been charged, arrested or convicted for any crimes or offences, including those involving acts against the state, or acts of violence, fraud, dishonesty, harassment or harm (including of a sexual nature) against any person or property. You understand and agree that this offer, and your employment with Qualcomm is based on all the foregoing being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any of the foregoing information/representations is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 07/28/2022. 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.

You should scan and email signed copies of these documents to Iftekhar Baig at iftekhar@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 Iftekhar Baig at .

Congratulations and welcome to Qualcomm!

Sincerely,



Qualcomm

Murali Malla

Director, 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: _____

PROPOSED START DATE: _____

Annexure to the Appointment letter

India Annexure	Per Annum - CTC (Part 1 below) Rs.	Per Month CTC (Part 1 below) Rs.
Avinash Manyam		
Accounting Processor, III		
Hyderabad_SEZ - Bldg D		

PART - 1

India Annexure	Per Annum Rs.	Per Month Rs.
Gross Salary	INR 400,008	INR 33,334
Gross Salary Components		
Basic Pay	INR 160,008	INR 13,334
House Rent Allowance	INR 64,008	INR 5,334
Flexible Benefit Plan*	INR 175,992	INR 14,666
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 159,996	INR 13,333
Gross Salary Sub-Totals	INR 400,008	INR 33,334
Retirals		

India Annexure	Per Annum Rs.	Per Month Rs.
Employer Contribution to Provident Fund**	INR 19,201	INR 1,600
Gratuity***	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,897	INR 2,241
Cost to Company (Salary + Retirals)	INR 426,905	INR 35,575
Company Paid Standard Benefits		
Mediclaim Insurance Premium	INR 41,000	
Personal Accident Insurance Premium	INR 170	
Group Term Life Insurance Premium	INR 991	
Total CTC (Gross Salary + Retirals + Co.Pd Std Benefits)	INR 469,066	

* 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.

** Provident Fund contributions will be as per applicable Provident Fund rules and regulations.

*** Gratuity payable as per Gratuity Policy of Qualcomm.

HRD: TAT: TRG: 939: 2022-23 DATE: 01.08.2022

MR. MUNUKUTLA VENKATESH
PLOT NO 15
GUMMADI RAJA COLONY
RISALA BAZAAR,SECUNDERABAD,HYDERABAD
TELANGANA 500010

Dear Mr.Munukutla Venkatesh,

Offer for Appointment in the Bank as Probationary Clerk

In continuation to the Online Test and Personal Interview conducted for the Campus Recruitment of Probationary Clerk for Hyderabad Region, we are glad to offer you appointment in the Bank as Probationary Clerk.

You are advised to report at the below mentioned Office for the **completion of the joining formalities on 08.08.2022**:

THE SOUTH INDIAN BANK LTD.
STAFF TRAINING COLLEGE
DOOR NO.157/6, 1ST FLOOR, CHAI COMPLEX, 157/6, STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE, DIAMOND POINT, MANOVIKAS NAGAR P.O., SECUNDERABAD - 500 009

Further, your initial place of posting will be:

THE SOUTH INDIAN BANK LTD.
BRANCH: HYDERABAD (0128)
DO.NO.4-1-898
LALA II OASIS PLAZA, TILAK ROAD
ABIDS P.O., HYDERABAD
TELANGANA – 500001
EMAIL: br0128@sib.co.in
PH: 040-24755045, 24753925

Initially you will be on probation for a period of six months. On successful completion of probation, you will be confirmed in the service of the Bank as Clerk. In case the Bank finds your services unsatisfactory, it reserves the right to extend your probation/ terminate your service at its sole discretion.

Details of remuneration, perquisites payable to you on probation and other terms and conditions of employment are attached herewith.

We hope this will be the beginning of a long and rewarding career with us.

Yours sincerely,

(Anto George T.)
Senior General Manager (HR & Admin)

Encl: Remuneration, Perquisites and other Terms & Conditions

REMUNERATION, PERQUISITES AND OTHER TERMS & CONDITIONS

Pay Scale (as per IBA)

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920

Monthly Salary (as per IBA)

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly varying)	:	33.04 % of Basic Pay, Special Allowance, Special Pay and Travel Allowance.
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

Monthly Allowance

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs.350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

Half - Yearly Allowance

Closing Allowance	:	Rs.550/-

Yearly Allowance

Medical Aid	:	Rs.2,355/-

Other Benefits

a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.

b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as applicable to Clerical cadre.

c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance up to ₹3,00,000/- per annum.

d) You will also be governed by the "Defined Contributory Pension Scheme" in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. 14% of (B.P. + D.A. thereon) will be contributed by the Bank.

e) You are eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

Other Terms and Conditions

a) You should be possessing the stipulated qualification/criteria for the selection process as cited below as on **31.03.2022**:

Under Graduates	• Age: Not more than 22 years as on 31.03.2022. (i.e. born on or after 01.04.2000). • 60% marks in X/SSLC, XII/HSC under regular course. • Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.
Post Graduates	• Age: Not more than 24 years as on 31.03.2022. (i.e. born on or after 01.04.1998). • 60% marks in X/SSLC, XII/HSC and Graduation under regular course. • Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

b) Also be informed that original certificates and mark sheets which are yet to be received from the university has to be submitted **on or before 31.10.2022** failing which your appointment is liable to be terminated.

c) It shall be distinctly understood that this offer for appointment is subject to your meeting the stipulated qualification/ criteria cited above, submission of original documents/ credentials, medical fitness, police verification and satisfactory background verification. The original Educational Marklists & Certificates of Graduation and Post Graduation (as applicable) will be returned to you normally on your completion of 3 years of active service in the Bank.

d) You have to execute an agreement to the effect that you will serve the Bank for a minimum continuous period of 3 (three) years' active service from the date of your joining the bank. In case you leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

e) You shall not leave or discontinue your service in the Bank without first giving a Notice in writing of your intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

f) You shall comply with all the rules and regulations in force from time to time in the Bank as applicable to other employees of the Bank and shall carry out all the other lawful orders/ instructions/ directions of the Bank as are given to you in connection with the day-to-day discharge of your duties and other assignments assigned/ delegated by the Bank from time to time, while in service of the Bank.

g) All non-public/ price sensitive information obtained/ accessed/ reviewed during your service should be kept as confidential and should not be released/ disclosed either during your service or following cessation (by whatever means) to third parties without prior clearance from the Bank.

h) The Bank shall be entitled to terminate your service without notice, indemnities and compensation in any of the following events:

- ✓ If you are in the opinion of the Bank, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- ✓ If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations; made any illegal monetary benefits in cash or in kind out of any of the Bank's affairs.

i) All information pertaining to your remuneration is to be kept as confidential and should not be disclosed for any reason, other than as required for appropriate financial reporting purposes.

j) Bank at its discretion will carry out the background checks as per the policy of the bank.

k) If it is later found that, you have made concealment of facts/reported false details in the Personal Statement form/ any other document/ certificate, you will be liable for termination from service without further notice. The medical reports/ fitness certificates submitted by you are liable to be re-examined or scrutinised by the Bank's Doctor at Bank's discretion and your appointment in the Bank is subject to your medical fitness for employment in the Bank as assessed by the Bank's Doctor. You will be required to undergo medical examination by the Doctor of Bank's choice, in case the doctor insists for a detailed medical examination, after analysing the medical reports submitted by you. Also please note that if any information already submitted by you is found to be false or untrue or if any material information is suppressed, your service is liable to be terminated.

I hereby accept the terms and conditions of offer for appointment.

Signature :

Place :

Date :

mediamint

Name	Murtaza Iqbal Vadnagarwala
Job Title - Grade	Trainee-T1
Work Location	Hyderabad, India
Date of Joining	01st March, 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	743	8,920
Meal Vouchers	0	0
Other Allowance	0	0
Provident Fund (EPF) Employer Contribution [1]	1,950	23,400
ESI Employer Contribution [2]	813	9,750
Performance Bonus [3]	2,208	26,491
Total (A)	**22,076**	**264,912**
Shift Allowance [4]	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover) [5]		0
Group Accident Coverage (INR 5,00,000 cover) [5] & Group Term Life Insurance		1,000
=		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)		**319,009**

[1] **Employer Provident Fund Scheme:** Employer contribution (12%) is a part of the CTC mentioned above. Employee's contribution will be deducted from the CTC. Both contributions will be credited to your EPF account as per statutory requirements.

[2] **ESI Coverage:** As per the statutory requirements from the Employee State Insurance coporation, Employer contribution is 4.75% of the base salary which is a part of the CTC. Employee contribution of 1.75% will be deducted from the CTC. Both the contributions will be credited to your ESI account. Please note that you will be eligible for ESI, if your base salary is within the limits outlined in the Employees State Insurance Act, 1948.

[3] **Performance Bonus**: Performance Bonus payment is calculated based on the achievement of various individual and company performance objectives. This payout occurs quarterly after a structured evaluation.

[4] **Shift Allowance**: An additional allowance is provided to employees who work in the night shift. This allowance is not disbursed when the employee moves out of the night shift or when the employee is working remotely.
*Allowance payout will vary based on actual shifts worked Upto INR.4000

[5] **Insurance Coverage**:
- Annual Medical Insurance (INR 2,00,000 cover) - This cover is extended to employee and immediate Family (Spouse and Children only)
- Personal Accident Coverage (INR 5,00,000 cover)
- Group Term Life Insurance Cover (INR 5,00,000 cover)

[6] **Gratuity** will be payable according to the Gratuity Act.

Deductions per month from Gross Salary include Professional Tax, PF, ESI and Income Tax as per statutory requirements.

Timings: Based on rotation
Guaranteed Out-Clause: 12 Months
Probation: Please note that you will be on probation for the first 3 months of joining.
Notice Period: Upon resignation, it is mandatory to serve a notice period of eight weeks.

Notwithstanding anything mentioned herein above or during other modes of communication held with you, the Company hereby brings to your attention that this document, along with the terms mentioned herein shall be treated as non-binding as an **invitation to offer**.

FACTSET 〉 SEE THE ADVANTAGE

11/07/2022

Anirudh Ragothama

Flat no. G1, Neha Castle apartments,
Officers colony,
RK Puram Hyd-500056

Offer of Employment

Dear Anirudh

Congratulations!

We are pleased to confirm our offer of employment to you in our organization as **Research Analyst** with effect from **18 July 2022** . You will be based in our **India, Hyderabad, DVS, SEZ-1 – Orion B4; FL 7,8,9,11 (Hyderabad - Divyasree 3)** 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 **INR 3,73,752** 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 mentioned in the Annexure-B within 2 working days of receipt of this letter, after which period this offer shall lapse automatically.

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FACTSET 〉 SEE THE ADVANTAGE

We congratulate you on your appointment 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 market leaders. We assure you of our support for your professional development and growth.

ANNEXURE-A

NAME: Anirudh Ragothama
JOB TITLE: Research Analyst
DEPARTMENT: Content Operations India - SRD - Exec Changes

MONTHLY AMOUNTS

10061 BASIC SALARY

ALLOWANCES:
4228 HOUSE RENT ALLOWANCE
10288 SPECIAL ALLOWANCE
2400 STATUTORY BONUS

26,977 TOTAL FIXED BASE SALARY

BENEFITS:
1800 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND
1983 MEDICAL INSURANCE
396 GRATUITY

31,146 TOTAL COST TO THE COMPANY

YEARLY AMOUNTS

120732 BASIC SALARY

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ALLOWANCES:

50736 HOUSE RENT ALLOWANCE

123456 SPECIAL ALLOWANCE

28800 STATUTORY BONUS

3,23,724 TOTAL FIXED BASE SALARY

BENEFITS:

21600 EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND

23396 MEDICAL INSURANCE

4630 GRATUITY

3,73,752 TOTAL COST TO THE COMPANY

1. 12% of basic will be deducted from the monthly salary as a contribution towards provident fund plan. This is in addition to the 12% basic contributed by the organization. On leaving the company, you can either withdraw or transfer the balance in your PF account as per the applicable PF act.

2. You will be enrolled in the Group Medical insurance scheme for a coverage of **3,00,000** applicable as per the eligibility and your grade in the organization. You can nominate 5 dependants in addition to yourself to be covered under the policy. Employees who are eligible for the ESI benefit as per the government rule will be covered under ESI medical scheme.

3. You will also be covered under Round-the-clock Personal Accident Insurance for **8,25,000.** The coverage is for self and premium towards the same will be paid by the firm on your behalf.

4. You will be also eligible for Term Life Insurance coverage up to **6,00,000**. The coverage is for self and premium towards the same will be paid by the firm on your behalf.

5. You are eligible for Gratuity, which is payable after 5 years of continuous service with the Company.

6. All employee tax liabilities arising out of the above compensation shall be borne by you. Tax at source will be deducted as per the Income Tax act.

7. For purpose of contribution to Provident Fund, Gratuity, Superannuation Fund, encashment of leave etc., computations will be on basic pay.

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FACTSET BENEFITS:

- FactSet provides Flexi Benefit Plan which makes the compensation structure more tax friendly. Employees may choose to modify or restructure the 'special allowance' component as per the flexi-benefit plan to avail the tax benefits. These are governed as per the eligibility, grade and salary band.
- Transport facility to all the employees up to 40 KMS distance from office who adhere to the standard shift schedules. Point pick up and point drop for all day shift employees and home pick up and home drop facility for employees working in the night shifts. However due to safety reasons transport facility is not provided to employees living in certain specific areas within 40 KMS distance. Organization takes reasonable safety precautions to ensure safety of its employees and employees are expected to follow the guidelines mentioned in the transport policy. You acknowledge that you are solely responsible for your safety in case of violation of these guidelines. More information regarding the eligibility for this benefit will be communicated to you by the recruiting team in detail during verbal offer discussion.

Standard Shift Schedule:

First Shift : 06:30 AM – 03:30 PM

General Shift :09:30 AM – 06:30 PM

Second Shift : 04:00 PM – 1:00 AM

Third Shift : 01:00 AM – 09:00 AM

Transport facility will not be provided to the employees who do not adhere to the above shift timings

- Mobile / Blackberry based on the level in the Company, requirement and eligibility.
- Bi-Annual Team Outing
- Subsidized lunch / dinner during the working hours.
- Snacks & beverages will be made available in the cafeteria.
- A gift voucher of **₹ 1500** is given to any employee who gets married during their tenure at FactSet.
- Small gifts / token of remembrance is handed out to employee on their special occasions such as Birthdays, New Born child (Born with a silver spoon), anniversaries etc.
- Employees can also participate in the referral program and be eligible for the referral bonus as guided by the referral policy which will be communicated to all the employees by the FactSet Recruiting team.

ANNEXURE-B

1. Information given or Background verification:

The commencement or continuation of your employment with the Company is contingent on the results of a background check which includes, but not limited to reference checks and verification of academics. Please provide us with academic credentials & professional reference within 2 weeks of joining the organization, failing which the company can take punitive actions, including and up to termination of employment. FactSet retains the right to terminate any employee who has indulged in or has legal proceedings for misrepresentation or crimes. By accepting this offer you are accepting FactSet's policy on background verification.

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2. Probationary period:

For the first **6 months** from the actual date of appointment you will be deemed to be on probation and during this period either party may terminate this agreement by giving **15 days'** notice in writing or salary in lieu thereof. On completion of the said 6 months, you will be advised by your manager in writing if your performance does not meet company's standards and you will be advised on further action. In case of no such notice received for 2 weeks after confirmation due date, your probation will be deemed to have been successfully completed.

3. Personal Particulars:

You will keep us informed of any change in your residential address, your family status or any other relevant information / details. You would also let us know the name and address of your legal heir / nominee and an emergency contact.

a. Privacy:

In respect of the personal information collected during the joining process, you hereby consent to (a) the use and processing thereof by the organization and its authorized third parties for a number of purposes connected with the management of our personnel; and (b) the sharing of the personal information with other members of the FactSet group (including in countries in the United States of America and the Philippines), as well as to third parties or vendors, for the same purpose. You may refer to the organization's privacy policy for more details.

4. Nature of Work:

Your nature of work mainly includes all the aspects of the duties and responsibilities mentioned in your job description as well as any other ad-hoc duties assigned to you from time to time. You will work at a high standard of initiative, creativeness, efficiency and economy in the organization. The nature of work and responsibilities will be assigned and explained to you by your immediate manager from time to time.

5. Working Hours / Shift Hours:

The normal working hours of the Company are from **9:30 AM- 6:30 PM** from **Monday to Friday** including lunch break and tea breaks. As the Company works **24 / 5** and depending on organizational requirement or project contingencies, working hours and days for specific employees or groups of employees or all employee may be modified / altered from time to time which will be communicated to you by your Manager. Further, you should be prepared to work on any shift, as may be warranted by the Company's work requirements.

6. Salary Payment:

Regular Employees in India are paid their monthly salary through bank transfer on the last working day of the month for which employees must open a bank account in the Company's corporate bank. You are requested to note that processing of monthly pay will be subject to submission of Permanent Account Number (PAN) details to the Company. In case you do not have a PAN, please initiate the application

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process for the same immediately and carry the acknowledgment as issued by the Income Tax authorities with you while coming for joining. A copy of the acknowledgement would need to be submitted by you for our records.

7. Dual Employment:

You are required by the Company rules not to undertake any employment or enter into any other type of association, even on part-time basis whether for any consideration or not. Contravention of this will lead to termination of your services from the Company without any notice, with no liability on the part of the Company for payment of any compensation in lieu of such notice. Further, this contravention will be deemed as voluntary termination / resignation by you of your services without the required notice having been given. However, if you want to associate yourself with a charitable non-profitable organization during non-business hours or days, you will have to disclose the details with your direct manager & Human Resources Department, allowing your participation at the disclosed charitable non-profitable organization.

8. Leave / Holidays:

You are entitled to **12 Casual / Sick leaves** and **15 Privileged / paid leaves** every year. The leaves will be credited to your leave balance **@ 1 Casual and 1.25 Privileged leaves per month**. The eligibility for the paid leaves will be on completion of 6 months. You are also eligible for **10 paid Holidays** every year including the government mandated holidays. The Company follows strict time schedule and late comings are discouraged, unless otherwise notified by you in advance.

9. Overtime Payment / allowances:

Employees may be required to work on holidays and weekends depending on the nature of the project. Such employees shall be eligible for compensatory off or overtime allowance as detailed in the Policy. This allowance will be paid through monthly payroll and shall be subject to deduction of Income Tax at source.

10. Training:

You will hold yourself in readiness for any training at any place whenever required. Such training would be imparted to you at the Company's expense.

11. Performance Reviews / Appraisal:

The Company also has a policy of yearly performance appraisal. You may be eligible for a salary appraisal under this policy based on your individual ratings as well as the performance of the team and the performance of the company for the fiscal year. Performance reviews take place in the month of September and the revised salaries will get affected in the month of October.

12. Intellectual Property Right:

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process / method likely to result in more efficient operation of any of

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the activities of the Company, the Company shall be entitled to use / utilize such improvement and you shall assign all rights thereof to the Company for the purpose of seeking any patent rights or for any other purpose. The Company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of your association with the Company including but not limited to the creative concept that you may develop during your association with the Company.

13. Secrecy / Confidentiality:

You will not during the course of your employment with the Company or at any time there after divulge or disclose any confidential information to any person whomsoever including competitors and former employees, make any use whatsoever for your own purpose or for any other purpose other than that of the Company, of any information or knowledge obtained by you during your employment as to the business or affairs of the Company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavor to prevent any other person from doing so. Failure to do so on your part may result in legal action against you and the person to whom the information was divulged.

14. Restrain:

a. Access to Information:

Information is available on need to know basis for specific groups. Access to this information is authorized through privileges approved by unit mentors or project mentors. Unauthorized access or attempt at unauthorized access is strictly prohibited and any attempts to do so will result in immediate termination of employment and legal action as deemed fit by the Company.

b. Restriction on Personal Use:

Use of Company resources for personal use is strictly restricted. This includes usage of computer resources, information, internet service, and working time of the Company for any personal use. You will under no circumstances carry any work home unless specifically requested by your manager. Any usage of Company information for personal benefit will result in immediate termination of employment without notice and / or legal action for misdemeanor as deemed fit by the Company. You shall be liable to reimburse the Company for any losses incurred due to misuse of Company data.

15. Security:

Security is an important aspect of our communication and office infrastructure. Security of the Company resources is maintained by controlling physical access to computer system, by disabling all the work stations, usb drives and other measures. Please refer the Security policy for more details on IP protection.

16. Termination of Service:

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- Employment with the Company will stand terminated at the end of the month in which you attain the age of superannuation (58 Years). Termination of employment may also be initiated earlier by either party by serving prior written notice to the other, as per the notice period stipulated in this offer.
- In the event of termination of services by either party, the applicable notice period will be **60 days** for all the employees. The Company is also entitled to either waive the notice period in part or in full at its sole discretion or require payment of equivalent base salary with applicable taxes in lieu of the un-served notice period. The Company further reserves the right to terminate with sooner effect by tendering equivalent base salary in lieu of the notice period subject to the employment history / terms applicable as per the Company's exit policy.
- 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 General Terms and Conditions of Employment in force at that point of time, subject to the satisfactory handing over of your duties, responsibilities., Company documents, Company assets, etc. to the relevant parties. The details of this policy are available on our HR website.
- Unauthorized absence or absence without permission from duty for a continuous period of **7 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 or notice pay.
- You will be governed by the laid down code of conduct of the Company and if there is any breach of the same or non-conformance of contractual obligation or with the terms and conditions laid down in this agreement, your service can be terminated without any notice; notwithstanding any other terms and conditions stipulated herein the Company reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interest.

17. Changes to the Employment Terms & Conditions:

From time to time the Company reserves the right to make necessary changes or modifications to any of the terms and conditions of employment, policies due to its dynamic work environment. By accepting this offer , you hereby acknowledge and accept to comply with company rules, regulations and policies in existence together with any changes or modifications made thereof .

18. Company Polices:

You acknowledge that the Company operates in a dynamic environment which may, from time to time, require the Company to make changes to its policies.

You also agree that the Company, at its discretion, may accordingly revise, modify, add, delete or replace any of its current policies and that you agree to be bound by all such changes.

19. Appointment in Good Faith:

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 your application for employment and your ability to handle any assignment / job independently. 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 standard 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 therein.

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The above terms and conditions are based on the Company's policy, procedures and other rules currently applicable in India and are subject to amendments and adjustments from time to time. In all matters you will be governed by the rules of the Company as shall be in force from time to time.

If you have any queries / clarifications regarding your offer or joining please contact your Recruiter. **We welcome you to our FactSet family and wish you a long and successful career with us.**

DOCUMENTS TO BE SUBMITTED ON THE DAY OF JOINING:

You will be required to submit to our HR Department, a certain set of documents, etc. (as per the below checklist), at the time of reporting for duties and hence you are advised to come prepared accordingly, without fail. Please note that the Company reserves the right not to accept you into the rolls or after such acceptance, to discharge you from the rolls, in case you do not fulfill the requirements as specified in the checklist, particularly submission of documents in proof of your qualifications, experience etc.

1. Copy of the Educational certificates.

a. 10th Standard Marks Memos / Pass certificate.

b. Intermediate Marks Memos / Pass certificate.

c. Graduation Marks Memos / Pass Certificate.

d. Post-Graduation Marks Memos / Pass certificate

e. Certificates of other Qualifications if any.

2. Copy of Service certificates / Relieving letters from the previous employers.

3. 3 most recent Pay slips.

4. Copy of PAN and Aadhaar card.

5. Residential proof (Telephone / Electricity / License / Passport copy).

6. Form-16 / Form-12B from the last previous employer.

7. 4 Passport Sized Photographs.

Sincerely,

Anupma Ranjan
Senior Talent Acquisition Manager

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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

February 6, 2022

Rishab Jain
Hyderabad, India

Dear Rishab,

As the world's leading wireless technology innovator, we believe our employees have limitless passion, skills, and talents that have the power to change the world. Behind every innovation, you'll find our people – big thinkers like you – who focus on solving the toughest challenges and creating world-changing innovations that lead to breakthrough technologies. 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 Naga Venkata Gamini, Manager, GAOC, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 33,333.00and 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.

Annual Review Process

You will also be eligible to be considered for the corporate annual review process. 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 annual review process 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 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.

Qualcomm

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

Qualcomm

You understand and agree that this offer of employment has been extended to you based on the information/representations made by you in your resume, application and/or the personal information sheet (which includes information related to criminal records, age, education, experience, skill sets, conduct at the previous workplace, references, address verification etc.) and that this offer, and your employment with Qualcomm is contingent on such information being true, valid and accurate at all times after the date of this offer letter, and during your employment. You understand and agree that if any information provided in your resume, application and/or personal information sheet is or found to be untrue, misleading, inaccurate or inconsistent in any way, at any time after the date of this offer letter, or during your employment, including as a result of any investigation (which may commence prior to, continue or be completed post your joining date) to verify such information and any other inquiries as deemed necessary, this offer may be revoked or your employment may be terminated, without 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 your 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 02/20/2022. 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.

You should scan and email signed copies of these documents to Prachi Pathak at pracpath@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 Prachi Pathak at +91 (80) 46172146.

Congratulations and welcome to Qualcomm!

Sincerely,



Murali Malla

Director, 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: _____

PROPOSED START DATE: _____

Annexure to the Appointment letter

India Annexure	Per Annum Rs.	Per Month Rs.
Rishab Jain		
Accounting Processor, III		
Hyderabad_SEZ		
Gross Pay	INR 399,996	INR 33,333
Gross Pay Components		
Basic Pay	INR 159,996	INR 13,333
House Rent Allowance	INR 63,996	INR 5,333

India Annexure	Per Annum Rs.	Per Month Rs.
Flexible Benefit Plan	INR 176,004	INR 14,667
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowanc	INR 160,008	INR 13,334
Gross Pay Sub-Totals	INR 399,996	INR 33,333
Retrials		
Employer Contribution to Provident Fund	INR 19,200	INR 1,600
Gratuity	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,896	INR 2,241
Cost to Company (Gross Pay + Retirals)	INR 426,892	INR 35,574
Company Paid Standard Benefits		
Mediclaim	INR 36,600	
Personal Accident Insurance	INR 1,600	
Group Term Life Insurance	INR 3,600	
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits	INR 468,692	
New Hire Restricted Stock Unit Value	USD 1,500	

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.

* Gratuity payable as per Gratuity Policy of Qualcomm

May 10, 2022

Somain Goel
301,Guna Sundari Residency,Plot no.93, H.no 10−2−84,Road no.3,West Marredpally
Secunderabad Telangana
500026

Dear Somain Goel,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Analyst − Accounting** at **salary grade 23.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **June 6, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **180 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Analyst − Accounting** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.350,000.00**, **(Rupees Three Lakhs Fifty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.406,600.00**, **(Rupees Four Lakhs Six Thousand Six Hundred Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

REWARDING RESULTS PLAN

You shall be eligible to participate in the Rewarding Results Plan in accordance with the terms and conditions of the Company, as amended from time to time. In this Rewarding Results Plan, you may be eligible to earn an annual performance−based incentive in addition to your basic salary. Your initial annual target incentive is **10%** of the fixed salary. It is clarified that no payment under this plan is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year on the Company's discretion. Basis this, your annual incentive payout could range from **0%− 10%** of the fixed salary. Any annual or other bonus payments are discretionary, non−binding and revocable for future years. Kindly refer to the rewarding results plan policy for any information regarding eligibility, payouts or any other terms and conditions associated with this plan.

The payment of all compensation and bonus / incentive, if any, shall be made in accordance with the relevant policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. All requirements under Indian tax laws, including tax compliance and filing of tax returns, assessment etc. of your personal income, shall be fulfilled by you.

By accepting this letter of appointment you authorize the Company to deduct from your remuneration on termination of employment (including salary, salary in lieu of notice, sign on bonus, notice pay out etc.) all debts owed by you to the Company or any of its group companies/associates or any fine imposed by the Company as a discretionary penalty pursuant to the Company's disciplinary procedure.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 90 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

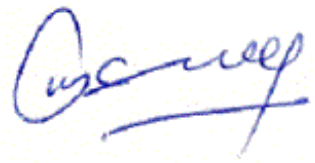
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Somain Goel, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
Somain Goel

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 90 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



Appendix 5

Your employment with the Company under this letter of appointment is subject to the fulfillment of following conditions:

1. Successful completion of the degree course that you are currently enrolled in.

2. Submission of a certified true copy of your Transcript of Records/Final Mark sheet/ Degree Certificate to the Company from your educational institution certifying that you have successfully completed the degree course by not later than **October 31, 2022**;

You understand and acknowledge that, you must successfully complete your degree course and submit a certified true copy of your transcript of records/final mark sheet certifying that you have successfully completed the degree course within the stipulated deadline to continue your employment with the Company.

You also understand and acknowledge that in addition to conditions/ grounds for the termination of employment enumerated in Clause 7 of the standard terms and conditions of employment (Appendix 3) of this letter of appointment, failure to successfully complete your degree course and submit a certified true copy of your Transcript of Records/Final Mark sheet certifying that you have successfully completed the degree course within the stipulated deadline shall constitute a valid condition/ ground for termination of your employment by the Company and/or grounds for the Company to impose disciplinary measures against you.

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President | Human Capital

I have read the contents of this Appendix 5 to the letter of appointment carefully and understand and accept the obligations which it imposes upon me without reservation. I sign the terms and contained herein voluntarily and freely.

ACKNOWLEDGEMENT:

Candidate Full Name:

Date:

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA

Student's Identity Card - Duplicate



Student Name :	TEJA PALLE
Registration Number :	SRO0808911
Date of Birth :	10/01/2001
Address :	H NO 17-34,RAM NAGAR COLONY,IND,TELANGANA,HYDERABAD,HYDERABAD,500010.

Valid from : 11/06/2022 Valid to : 11/06/2026

Card No. : SI2023085924

Director, Board of Studies

INSTRUCTIONS

(i)This card is issued only for identification purpose and does not authorise cardholder to represent the Institute.
(ii)The cardholder is a student of the Institute at the time of issuance of this card.
(iii)The validity of card is 4 years from the date of issuance.
(iv)This card is not transferable.

Student's Signature

Bennett, Coleman & Co. Ltd
7, Bahadurshah Zafar Marg, New Delhi 110103 T: 91 11 23302000
Registered Office: The Times of India Building, Dr. D.N Road, Mumbai 400001
Corporate Identity No: U22120MH1913PLC000391

May 23, 2022

Mr. Vedula Venkata Sai Varun
30-171/3, Flat No. 301
Sri Raja Rajeshwari Homes
Creative Nagar, Maruthi Nagar
Hyderabad - 500062

Career Offer

Dear Mr. Vedula Venkata Sai Varun,

With reference to your application and subsequent interviews with us, we have pleasure in offering you the position of **Executive** in our **Results And Market Development** Department at a **Total Target Remuneration** of **Rs. 380,000/- per annum (Rupees Three Lakh Eighty Thousand Only)**. Detailed break-up is provided in the **Annexure.**

This offer is valid subject to your being declared medically fit by a Company designated doctor and receipt of a satisfactory reference check report as to your qualifications and previous employment.

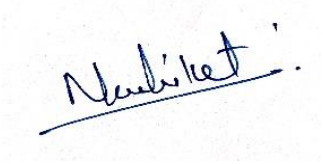
You would also require to provide declarations in respect of any:

1. existing medical conditions / treatment that you may be undergoing;
2. litigation and / or family problems, which may distract you from discharging your duties and responsibilities at the workplace.

On_____, you are advised to meet **Mr. Tikam Singh Shekhawat - HR Department** at 9.30 am. As an essential part of your induction, on the very first day you would be guided and encouraged to access any information or data pertaining to the Company. Your induction program will continue thereafter.

We welcome you to our organization and wish you a successful career with us.

For Bennett, Coleman & Co. Ltd.



Nachiket U Upadhyay
Deputy General Manager - Human Resources

I hereby accept the terms of the offer letter.

Signature: _____
(Vedula Venkata Sai Varun)

Date: _____

DOCUMENTS REQUIRED TO BE SUBMITTED ON JOINING

S No	Description	Checklist	Remarks
1	Offer Letter from BCCL	☐	
2	Proof of Age (Birth Certificate / Xth Certificate)*	☐	
3	Photocopies of Educational Certificates (School, Graduation, Post Graduation)*	☐	
4	Relieving Letter From The Last Company / Accepted Copy of Resignation Letter(On a Letterhead)	☐	
5	Copy of last drawn Salary Slip	☐	
6	4 Passport Size Colored Photographs (Red Background)	☐	
7	Copy of PAN Card *Submission of a pan card copy is a mandatory(If you do not have PAN Card, then you will need to submit a copy of acknowledgement of PAN application)*	☐	
8	Copy of Address Proof*	☐	
9	Proof of Identity*	☐	

*All photocopies must be self attested

Submission of the above documents will facilitate:

- Creation of Unique Employee ID in SAP
- Access to company's intranet (timescape)
- Creation of timesgroup email id and HDFC Bank Account etc.

Note:

1. Please carry all your certificates and testimonials in original for verification purposes.
2. Please ensure that pre-employment medical checkup formalities are completed atleast 1 week before your date of joining.

List of Documents Accepted as Proof of Identity and Address

Supporting documents acceptable as Photo Identity

- Passport
- PAN Card
- Ration/ PDS Photo Card
- Voter ID
- Driving License
- Government Photo ID Cards
- Kissan Photo Passbook
- Address Card having Name and Photo issued by Department of Posts

Supporting documents acceptable as Proof of Address

- Passport
- Bank Statement/ Passbook
- Post Office Account Statement/Passbook
- Ration Card
- Voter ID
- Government Photo ID Cards
- Electricity Bill (not older than 3 months)
- Telephone Landline Bill (not older than 3 months)
- Property Tax Receipt (not older than 3 months)
- Signed Letter having Photo from Bank on letterhead
- Kissan Passbook
- Income Tax Assessment Order
- Registered Sale / Lease / Rent Agreement
- Address Card having Photo issued by Department of Posts
- Caste and Domicile Certificate having Photo issued by State Govt

Supporting documents acceptable as Date of Birth

- Birth Certificate
- SSLC Book/Certificate
- Passport
- Certificate of Date of Birth issued by Group A Gazetted Officer on letterhead
- Class X certificate

Interview with 36 Presents for the Campaign trafficker position

1 message

Sashidhar Satyavolu <sashidhar.satyavolu@36presents.com> Wed, 7 Dec, 2022 at 11:12 am
To: sreepaavan@gmail.com
Cc: Niko Toluono <niko.toluono@36presents.com>, Sowmyasree Tanneeru <sowmyasree.tanneeru@36presents.com>

Hi Sri

We greatly appreciated the time that you invested in the interview process. We have evaluated your interview and we are happy to inform you that we were able to move forward with your application process and you got selected for this position at 36 Presents.

It is with great pleasure that the people on the board found your curriculum vitae very organized and qualified and suggested we call you for an interview.

With your knowledge in the field of Digital marketing, we think you are fit for the position of Campaign trafficker

You are requested to submit all the documents relevant to your job role to us by Friday so that we can verify the documents.

Study completion certificates.
Experience certificates.
Any Extracurricular certificates.
Bank details.

Note:- Will be starting our training tomorrow 8 Dec at 2.30 am IST. I will send you a meeting invitation.

We wish you good luck and happiness! We hope that you will help 36 Presents grow and become successful.

Thank you,
Sashi Satya
Sr Digital Consultant/Strategist.
36 PRESENTS
Email: sashidhar.satyavolu@36presents.com

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27th Sept 2022

Priyanka Sharma

Ahuja Residency,Opp Military Diary Farm , Old Bowenpally,Secunderabad-500011

Dear Priyanka,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

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5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

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11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 28th Sept 2022 and
    (b) Report for duty at the Company not later than 28th Sept 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Priyanka Sharma

Synchrony International Services Pvt. Ltd.
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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Priyanka Sharma**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act – 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.



Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Priyanka Sharma

13 October 2022

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: Chaitanya A G
Address: H.no 913 kotha basthi bolarum, Secunderabad, Hyderabad, 500010

This letter is to confirm that **Chaitanya A G** is currently employed at Amazon Development Centre (India) Private Limited.

Chaitanya A G is employed as a **Transportation Specialist I** and commenced employment with Amazon on **17 October 2022**.

This letter has been issued to the employee upon his/her request on the basis of data submitted by the employee to the Company. The Company bears no liability in event the aforementioned data is NOT found to be accurate.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,



Soumya V
ERC Delivery Hub Leader, Employee Services

August 11, 2022

PRIVATE AND CONFIDENTIAL

Alley Achsah Seraphim

Dear Alley Achsah Seraphim,

We are pleased to offer you (hereinafter also referred to as, the "Apprentice" a fixed term contract position in SS CORP SVCS MUMBAI PVT LTD, a company incorporated under the laws of India and having its principal place of business at Hyderabad, (the "Company"), under the following terms and conditions.

POSITION AND REPORTING LINE

You will serve as an apprentice in SS CORP SVCS MUMBAI PVT LTD and initially report to Rajarshi Gupta , Assistant Vice President. The Company may, from time to time, change your duties or your reporting line as required by the Company's operational requirements.

OFFICE LOCATION

Your normal place of work will be based in Hyderabad. However, you may be required to work at any other premises which the Company currently has or may later acquire in India. You may also be required to travel within India and abroad for the performance of your duties.

DATE OF COMMENCEMENT

Unless otherwise agreed, your commencement date under this Contract will be September 05, 2022, subject to verification of your credentials for apprenticeship by the Company. Please ensure that you read and understand all terms and conditions. While you are required to execute and return all documents prior to commencing in your role, in the event that you commence before doing so, your commencement will be deemed acceptance of all terms and conditions.

FIXED TERM

Unless otherwise terminated earlier in accordance with the terms and conditions herein, your apprenticeship with the Company will terminate without further notice or compensation on September 04, 2023.

SECURITY/ BACKGROUND CHECK

This offer of apprenticeship (and your continuing apprenticeship if relevant) is subject to the Company receiving satisfactory responses to the reference and background checks you are required to undertake. These checks include verification of your professional experience and education credentials, fingerprinting and a review of your criminal and credit background.

STATE STREET.

As it is the Company's expectation that all background checks will be initiated prior to the apprenticeship commencing, the Company may terminate this contract immediately (without notice) and the apprenticeship will not commence if in the Company's opinion an unsatisfactory reference and/or background check is obtained. You also will be required to complete in a timely manner State Street's on-line Standard of Conduct (and Code of Ethics where applicable) certification and learning assessment upon commencement of apprenticeship, as a condition of continued apprenticeship.

REMUNERATION

Subject to the due compliance of the Apprentice's obligations stated herein, you will be entitled to consolidated lump sum remuneration of INR 21,000 per month and no other amounts or prerequisites. The remuneration amount shall be credited to your bank account on the last working day of each month. The details of other benefits are listed in Exhibit "A".

The Company shall be entitled, at any time during your apprenticeship, and in any event on termination, howsoever arising, to deduct from your remuneration any monies due from you to the Company including but not limited to any amounts required to be withheld by the Company under any applicable taxation statute or when directed to do so by a government authority, or with respect to any outstanding loans.

The Company shall reimburse any reasonable business expenses incurred by you on behalf of the Company, during your apprenticeship and arising out of the fulfilment of your responsibilities and duties.

HOURS OF WORK

You will be required to work 45 hours per week, your hours of work will be communicated to you by your manager. The requirements of your apprenticeship do call for some flexibility and you will be expected to work such hours as may be necessary for the proper and satisfactory performance of your duties without additional remuneration.

You may be required to work either on day or night shifts. The shift pattern you will be required to work will be determined and communicated to you by your manager. Your hours of work and shift timing may be subject to variation depending on the schedule operated by your respective team or department, for which you will be notified from time to time.

TERMINATION WITH NOTICE

It is clearly understood and agreed that your appointment is purely temporary, for the duration stated in the offer letter. On the expiry of this period, the contract between you and the Company will cease automatically. The Company is not required to give you any notice or notice pay, retrenchment or other compensation. If an apprentice resigns, then they will need to serve a notice period of 30 days.

The Apprentice's apprenticeship may be terminated by the Company upon the occurrence of any one or more of the following events:

(a) On the expiry of the fixed term contract;

(b) On death of the apprentice; or

(c) On the failure by the apprentice to substantially or satisfactorily perform his/her duties hereunder, as a result of physical or mental incapacity (hereinafter referred to as "disability"), which disability shall continue for more than three (3) consecutive months or an aggregate of more than five (5) months in any calendar year ("Permanent Disability");

(d) for "Cause", which shall mean the following:

i. the willful failure by the apprentice to substantially perform their duties hereunder (including the breach of any provision for reasons other than death or disability);

ii. the commission by the apprentice of an act constituting fraud or any other criminal offence against the Company or otherwise;

iii. any act or failure to act by the apprentice which involves dishonesty during their apprenticeship or theft of the Company's assets;

iv. apprentice's refusal or willful failure to act in accordance with any direction or order of the Company and/or of their superiors in the Company, or material neglect, which continues after the apprentice has been given five (5) days prior written notice and an opportunity to cure and rectify such refusal, willful failure to act or material neglect;

v. conviction of the apprentice for any criminal offence (other than an offence under road traffic law for which the Apprentice is not sentenced to any term of imprisonment whether immediate or suspended); or

vi. Apprentice's willful or intentional act or conduct that in any way has a direct, substantial and adverse effect on the Company's business, operations or reputation.

TERMINATION WITHOUT NOTICE

Despite any other provision in these Standard terms and conditions, or any other term or condition of your apprenticeship, the Company may terminate your apprenticeship at any time without prior notice if in its opinion you:

(a) commit any serious or persistent breach of your apprenticeship or any Company policy or procedure; or

(b) are guilty of any serious misconduct or willful neglect in the discharge of your apprenticeship duties; or

(c) refuse to carry out any lawful and reasonable directions of the Company; are grossly negligent or otherwise incompetent in the performance of your duties;

(d) engage in willful or negligent conduct which poses a serious risk to health and safety;

(e) are repeatedly absent from work or absent from work for a period of 5 consecutive days without proper explanation or without the consent of the Company;

(f) become bankrupt or make any arrangement or composition with your creditors; or

(g) engage in any conduct of a criminal nature (including but not limited to assault, theft and fraud) other than conduct which in the reasonable opinion of the Company does not affect your position as an apprentice;

(h) fail to substantially or satisfactorily perform your duties as a result of physical or mental incapacity (Disability), where the Disability continues for more than three (3) consecutive months or an aggregate of more than five (5) months in any calendar year (Permanent Disability).

If termination is due to death of the apprentice or you suffer from a permanent disability while serving as an apprentice, the Company shall make due payments as required to you, your nominee(s) or, if no nomination has been made, to your legal heirs, as the case maybe.

STATE STREET.

LEAVE ENTITLEMENTS

You will be entitled to take the public holidays as applicable in the state and city of Hyderabad and such number of additional holidays as may be decided, from time to time, by the Company. For further general guidance regarding leave entitlements, please refer to the India Leave policy which is available on the Company's corporate policy centre site.

DUTIES AND RESPONSIBLITIES

During working hours, you are expected to direct your working time and attention honestly, diligently and faithfully to your apprenticeship with the Company. You are not permitted to engage in any other apprenticeship without the prior written consent of the Company. You must also not engage in any other business activity, whether paid or unpaid, which may conflict with your duties as an apprentice of the Company or the interests of the Company. You must use your best efforts to protect and promote the Company's interests and welfare and to at all time act in the Company's best interests. During the term of your apprenticeship, you must exercise and carry out all duties and observe all lawful directions and comply with State Street's Standard of Conduct.

By accepting apprenticeship with the Company, you agree that your position, duties, role and levels of responsibility may be varied from time to time to suit the needs of the Company's business. Irrespective of such variations, the remaining terms and conditions of this agreement will continue to apply unless otherwise agreed in writing.

POLICIES AND PROCEDURES

During your apprenticeship you must at all times comply with any and all policies and/or procedures published by the Company from time to time. These policies and procedures do not form part of the terms and conditions of your apprenticeship contract. Instead, they constitute written directions to you with which you must comply.

The Company reserves the right to amend, repeal and implement new policies and procedures from time to time. By accepting apprenticeship with the Company, you agree to keep yourself familiar with our policies and procedures (including any amendments, repeals and new procedures).

PERSONAL INVESTMENTS

You will be subject to State Street's Personal Investments Policy. This policy is in place to prevent apprentices dealing from giving rise to actual or perceived conflicts with the interests of the Company or its clients. The Personal Investments Policy requires you to obtain approval prior to dealing in a number of investment products by you or a range of associated parties.

CONFIDENTIALITY

You must treat any information you gain in the course of your apprenticeshipas confidential both whilst you remain an apprentice and in the future. As an ongoing condition of your apprenticeship, you must also accept, sign and comply with any additional confidentiality and non-disclosure agreement which the Company requires you to enter into relating to your apprenticeship with the Company.

STATE STREET.

Without limiting your obligations of confidentiality to the Company, you must treat any information you gain in the course of your apprenticeship as confidential both whilst you remain an apprentice and in the future. Other than as required in the proper performance of your duties, you must be discreet and not use, discuss or disclose information on the financial administration, product or management structure of or its related bodies corporate, or client information to those not entitled to it including fellow employees and apprentices. Nor are you able to use this information for your own gain.

INTELLECTUAL PROPERTY (IP)

IP Work means any invention, discovery, design, improvement, formula, process, technique, literary or artistic work, or any other item in which intellectual property rights subsist or are capable of subsisting and is wholly or partly created, made or discovered by you either:

(a) in the course of your apprenticeship with the Company; or

(b) otherwise using the facilities, resources, time or any other opportunity provided by the Company.

Intellectual property rights mean all existing and future rights which are capable of protection by copyright, patent, design, trademark or other registration or other forms of protection available in India or elsewhere.

The IP Work and all intellectual property rights in the IP Work will belong absolutely to the Company, and you agree to do all things necessary and execute any document required to give effect to this ownership. You must immediately and fully communicate to the Company any IP Work created, made or discovered by you.

You consent to the use of all existing and future IP Works made by you in the course of your apprenticeship, and agree to waive any moral rights you may have in them, and to consent to any act which amounts to an infringement of any such moral right, in favour of the Company. "Moral rights" includes the right to be identified as the author of the work, the right not to have any other person identified as the author of the work and the right not to have the work subjected to any derogatory treatment.

NON-SOLICITATION

Either during your apprenticeship or for a period of 6 months following the termination of your apprenticeship for any reason, you must not, without the prior fully informed and written consent of the Company, directly or indirectly or either on your own account or for any other person endeavour to:

(a) entice away from the Company or any Related Body Corporate, any officer, employee, apprentice, consultant or contractor, or otherwise interfere with the relationship which the Company or any Related Body Corporate maintains with such officer, employee, apprentice, consultant or contractor; or canvass or solicit orders, custom or business from any person who was a customer, client of or supplier to the Company and with whom you had contact within the last 12 months of your apprenticeship.

STATE STREET.

DEALINGS WITH MEDIA

During your apprenticeship, unless it is an inherent requirement of your position and expressly stated in writing within your position description, you must not without the Company's prior, fully informed written consent:

(a) publish to a member of the media or through any form of social media, any information relating to the Company, its related bodies corporate or any of its clients; or

(b) communicate with any person with the intention of disclosing that information to the media or through any form of social media, or in circumstances where it could be reasonably be believed, anticipated or expected that information may be disclosed to the media or through social media.

PRIVACY

You acknowledge and consent to the Company collecting, storing, using and disclosing your personal information (including but not limited to health, medical and other sensitive information) as reasonably required as a direct or indirect consequence of your apprenticeship.

You agree that if you are required to collect, store, use or disclose personal information during the course of your apprenticeship, that you will do so in strict compliance with the requirements of all privacy legislation and State Street's privacy policy.

OBLIGATIONS

This offer and your apprenticeship with the Company is at all times conditional upon:

(a) you obtaining, retaining and informing the Company of all necessary visas, work permits, business registrations or memberships to enable you to lawfully reside and work in India and fulfil the duties of your position;

(b) you completing and obtaining a response which is satisfactory to the Company, in respect of any declarations, background and employment checks which the Company may require.

By accepting these Standard Terms and Conditions, you also warrant to the Company that:

(a) you are competent to properly carry out the duties of your position and that any representations as to qualifications, skills, experience, industry knowledge, business influence, client contacts and employment history made by you are true and accurate; and

(b) you are not subject to any direct or indirect restrictions on your ability to fully perform the duties of your position and will not be breaching any obligation to a third party by entering into this contract.

DISPUTE RESOLUTION

Any dispute or controversy arising out of or relating to this apprenticeship agreement shall be settled by arbitration to be held in Hyderabad, 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.

STATE STREET.

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.

ENTIRE AGREEMENT

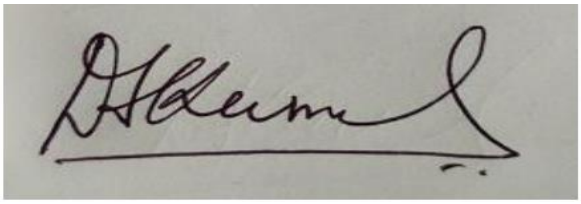
This agreement contains the entire agreement and understanding between the parties on everything connected with the apprenticeship, and it supersedes any prior agreement, or understanding connected with the apprenticeship.

You specifically agree that in entering this agreement (or by commencing the apprenticeship) that you are not relying on any representation by any person in respect of any matter.

It is your responsibility to ensure that you keep the terms of this letter and your compensation confidential.If you have any questions regarding your Contract please contact the Global Employee Onboarding Team by email on Onboarding_India@StateStreet.com.

If you accept these terms and conditions, would you please sign the acknowledgment at the end of this letter and return signed copies to us, within 5 days, signifying your acceptance. We look forward to welcoming you to the State Street India Team.

Yours sincerely,
For and on behalf of
SS CORP SVCS MUMBAI PVT LTD,



Shailendra Kumar Dasika
Managing Director
Head – Global Payroll and HR Operations
Date: August 11, 2022

Acknowledgment

By signing this acknowledgement, I agree that I have read and understand the contents of my contract of apprenticeship and my obligations to the Company.

Signature
Name: Alley Achsah Seraphim
Date:

STATE STREET.

Exhibit "A"

Benefits

- Shift Allowance will be paid as per State Street's allowance policy.
- You will be eligible for Sodexo coupon of Rs.1,500 per month
- Transportation – As per the policy (Pick & Drop)
- Coverage under Group Personal Accident policy of up to 3 times of annual gross salary
- Coverage under Group Term Life Policy of up to 5 times of annual gross salary
- Hospital Insurance coverage- INR 500,000/- Per Annum (Self & Dependents) as per the policy

Letter of Intent | TomTom Group | Hyderabad

Inbox

H

HR G Mar 22

to me

Dear Kaivalya,

Congratulations !!!

We are delighted to offer you the position of **Trainee - Podcaster** with **TomTom Podcast Group.**

Please acknowledge the email and submit the below-mentioned documents to our HR email address i.e (hr@tomtompodcast.com)

Documents Required

- Photocopies All Educational Certificates (SSC, Inter, Graduation & Post Graduation)
- Copy of Joining & Reliving documents (Previous organization if any)
- Aadhaar Card
- Pan card
- Voter ID Card / Passport
- Passport Size Photograph (Soft Copies)
- Bank Pass Book First Page / Bank Details
- A canceled cheque with your signature on it (Optional)

DocuSign Envelope ID: CB84E180-0818-4AAA-984C-93F48ADFB42B

Deloitte.

Deloitte Support Services India Private Limited
Floor No 15, Deloitte Tower - 1, Survey No 41,
Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Mar 26, 2022

Ms. Ashmeet Kaur Gandhi
9-7-211/26, Swargam arcade, Prem Sagar Enclave, Rajiv Gandhi Nagar, Bowenpally, Secunderabad, Hyderabad, 500009
India

Subject: Offer of Employment

Dear Ashmeet Kaur:

On behalf of **Deloitte Support Services India Private Limited** (the "Employer" or "Company"), I am pleased to confirm our offer of employment to you as **Associate Analyst - Government & Public Services** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Government & Public Services** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 **September 12, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **September 12, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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 Support 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.

Ashmeet Kaur, 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 Support Services India Private Limited
Best regards,

DocuSigned by:
Chandra Shekar Heggannur Shivaramu
E0DC4939D953432...

By: _____
Signature

Authorized Signatory

Acceptance

I, **Ashmeet Kaur**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:
Ashmeet Kaur Gandhi
3FDC9E8BEEFD49B...

Signature

Mar 27, 2022
Date

13:08 62%

Wipro Offer Letter Inbox

Wipro offer letter 4 days ago
to me

July 22, 2022

Dear **Deekshitha Bolisetty**,

Congratulations! We are pleased to offer you the position of **Financial Analyst** at Wipro.

Please click on the below link to review and accept your offer letter at the earliest using a **desktop/laptop.**

Note : You will not be able to save offer letter copy if you open the below link through a Mobile Phone.

We request you to accept the iCIMS Offer Letter within 14 days from the receipt of the offer Letter, failing which we will be forced to infer that you are no longer interested to be a part of Wipro fresher hiring process.

Steps to follow to accept and save the Offer Letter

To save your copy of Offer Letter, please open this email on desktop/ laptop, login to below mentioned acceptance link, **click on Accept -> click on signature check box -> Click on "Submit and Print"**

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

30 June, 2022

Ms. Sridevi Ganti
H No: 206, Trilok JMR Greenwood,
Chakripuram, Near Chaitanya hospital,
Hyderabad 500062.

Dear Sridevi,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Sr.Process Associate
Grade:	G1 L2
Start date:	On or Before 18 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

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Envelope ID: E1C5BF20-611D-4FF2-B17F-BEFDE5BD86CD

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 18, 2022

Kamma Bhavya Sri
Hyderabad

Dear Bhavya,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I

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THOMSON REUTERS

Annexure I - Total Rewards

Name: Kamma Bhavya Sri

Title: Associate Content Specialist

Reporting Manager: Shaheen Fatima Mohiuddin

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	Amount INR
Basic (per annum)	180,000
Flexible pay (per annum)	98,400
Provident Fund (per annum)	21,600
Base Pay (Total Fixed Pay)	300,000

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis.
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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THOMSON REUTERS

Statutory Benefit

Gratuity:

Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law (b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For Thomson Reuters International Services Private Limited,
(A Thomson Reuters Company)

Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Kamma Bhavya Sri
Date:

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Broadridge Financial Solutions (India) Private Limited
Survey No. 64 (Adjacent to Cyber Towers)
Hi-Tec City, Madhapur, Serilingampally Mandal
Ranga Reddy District, Telangana-500081
CIN: U74999TG2007PTC052368

B +91 40 6627 8000
F +91 40 6602 8444
E info-brindia@broadridge.com
www.broadridge.com

Oct 04, 2022

Ms. Khushboo Jain,
1-10-15/2, Near Prashamsa Hospital, Temple Alwal, Secunderabad,
Hyderabad 500010

Dear Khushboo,

Congratulations! Subsequent to the discussions we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position: Process Analyst

Grade: G1L1

Date of Joining: On or before Oct 10, 2022

Compensation: Gross compensation of Rs. 302728/- (Rupees Three Lakhs Two Thousand Seven Hundred and Twenty eight only) per year including 12% bonus. Details are attached.

Training Period: On your acceptance of this offer, you will be required to undergo a training program. This training program can be either external, internal or a combination based on our business needs, as determined by us from time to time. You will be evaluated at appropriate intervals during the training program and at the end of the training program, you will be required to undergo such qualifying and evaluation tests as per business needs of the organization.

Probation Period: You would be on probation for the period of six months (including your training period) from the date of joining. Based on your performance during this period and subject to you successfully completing the training program and the qualifying and evaluation tests, you will be offered a full time position with the organization. You will not be entitled to terminate or resign from the services during the probation period. Provided, however, that we shall be entitled to terminate your services at any time during the probation period without giving any notice. Upon the expiry of the probation period, we shall be entitled to terminate your employment by giving 3 months' notice and in accordance with our Separation Policy applicable to employees, which may be amended from time to time.

Service Agreement: You are required to serve the organization for a minimum period of 1 year from the date of joining, including the probation period. In the event of breach of this clause, you shall compensate us by paying the total cost of your training on technology, product, domain and business, in accordance with the provisions contained in the Deputation Agreement executed by you with us. Upon the expiry of the above minimum period of service, in case of termination / resignation of services, either party will be required to give a three month notice in writing.

Place of work: Your initial place of work will be at Hyderabad. However, your services are transferable, and you may be assigned at our sole discretion, to any location in India or abroad where the Company or any one of its associates or customers, conducts business.

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You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time. If this does not reach us within 5 days, it shall be deemed that you have rejected this offer of employment.

Please find the details of the terms & conditions of this offer attached. Please note that this is intended to be kept strictly confidential. Prior to joining the Company, you will be required to execute an Employment Agreement with the Company, in the format prescribed by the Company, containing the detailed terms and conditions governing your employment.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Sincerely,

Rajita Singh
Head Human Resources

Accepted

_____
Khushboo Jain

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Details of Salary

Name : Khushboo Jain

Position : Process Analyst, G1L1

A. Monthly Salary	Rs. / pm	Rs.
• Basic Salary	11775	
• House Rent Allowance	4710	
• Flexible Benefits	2333	18818
B. Standard Benefits		
• Provident Fund (12% of Basic Salary)	1413	
• Gratuity	566	
• ESI	611	2590
Gross Monthly Salary		21408
Total Yearly Salary		256900
Bonus (12% of Yearly Salary)		30830
Sodexo		15000
Gross Yearly Compensation		302728



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Deloitte Support Services India Private Limited
Floor No 15, Deloitte Tower - 1, Survey No 41,
Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Mar 25, 2022

Ms. Khushi Sankla
14-81 opp Ankura kodali hospital Indira gandhi nagar IDPL Balangar,
Hyderabad, 500037
India

Subject: Offer of Employment

Dear Khushi:

On behalf of **Deloitte Support Services India Private Limited** (the ''Employer'' or ''Company''), I am pleased to confirm our offer of employment to you as **Associate Analyst - Government & Public Services** based in **Hyderabad**.

In accordance with the level mapping, your position with the Employer as **Associate Analyst - Government & Public Services** is closely aligned with the position of **Career Level 2** of the Employer. This title alignment is provided for informational purposes only and does not create any additional benefit, entitlement or obligation with regard to your employment with the Employer.

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 **September 12, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/-** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **September 12, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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 Support 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.

Khushi, 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 Support Services India Private Limited
Best regards,

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
7284E77297BF40A...
Signature

Authorized Signatory

Acceptance

I, **Khushi**, hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

DocuSigned by:

E5035AE1300A49E...
Signature

Mar 25, 2022
Date

DocuSign Envelope ID: C98E06C7-9127-47B3-8807-6AFBC1C0FFC3

Annexure A

Ms. Khushi Sankla **Associate Analyst - Government & Public Services**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**7,884**	**94,608**
Leave Travel Allowance[2]	**950**	**11,400**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
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]	**3,014**	**36,167**

*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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Associate Analyst	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Khushi Sankla **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Support Services India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Floor No 15, Deloitte Tower - 1, Survey No 41, Gachibowli Village, Ranga Reddy District, Hyderabad - 500032, Telangana, India** (the "Employer") as **Associate Analyst - Government & Public Services** 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 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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 Support Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **September 12, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

DocuSigned by:



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Khushi Sankla

Signature

Name

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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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the*Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

DocuSigned by:
E5035AE1300A49E...

Mar 25, 2022

Signature Date

Khushi Sankla

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Support Services India Private Limited

OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Mar 25, 2022

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]

	Yes, I do have *Proceedings* to report
X	No, I do not have *Proceedings* to report

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.

DocuSigned by:
E5035AE1300A49E...

Signature	Name	Date
	Khushi Sankla	Mar 25, 2022

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.

	Yes, I do have Post-*Employment* Restrictions re: Clients
X	No, I do not have Post-*Employment* Restrictions re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Support Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Mar 25, 2022
_____
Date

I have read and understood the above policy terms.

DocuSigned by:

E5035AE1300A49E...

Signature	Khushi Sankla	Mar 25, 2022
	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.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Support Services 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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 **September 12, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

DocuSigned by:
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Khushi Sankla

Signature

Name

DocuSign Envelope ID: C98E06C7-9127-47B3-8807-6AFBC1C0FFC3

Deloitte.

Mar 25, 2022

Ms. Khushi Sankla

14-81 opp Ankura kodali hospital Indira gandhi nagar
IDPL Balangar,

Hyderabad, 500037

India

Training Bond

Dear Khushi:

On behalf of **Deloitte Support Services India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Associate Analyst** pursuant to the terms and conditions of your offer letter dated **September 12, 2022**. 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,
For **Deloitte Support Services India Private Limited**

By: DocuSigned by: Chandra Shekar Hegganur Shivaramu 7284E77297BF40A...
Signature

Authorized Signatory

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210323
Applicant ID - 5140869

11-May-2022

Navya Budithi

Dear Navya,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210323
Applicant ID - 5140869
11-May-2022

Navya Budithi

Dear Navya,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 30-May-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Navya budithi

ICICI Bank

Reference No. - 1384210323

Navya Budithi

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 11:22:27 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

Reference No. - 1384210323
Navya Budithi

Annexure:

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

Reference No. - 1384210323
Navya Budithi

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 11:22:28 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank

Remuneration Details

Name : Navya Budithi

Position: **S1**

Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	8,000	96,000
HRA	4,000	48,000
Supplementary Allowance *	7,084	85,008
Superannuation Allowance	1,200	14,400
Total	**20,284**	**2,43,408**
Retirals		
Retirals (PF, Gratuity) ***	2,466	29,592
Total Fixed	**22,750**	**2,73,000**
Performance Linked Retention Pay #	2,167	26,004
Total CTC	**24,917**	**2,99,004**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 11-May-2022

Digitally signed by RAJNISH SINHA
Date: 2022.05.11 11:22:28 +05:30
Reason: Offer Letter
Location: Mumbai

Navya budithi

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

HRD: TAT: TRG: 942: 2022-23 DATE: 01.08.2022

MS. PRIYANKA BHAMU
2/3/527, A22,B22
SHIV SADAN
D.V.COLONY, SECUNDERABAD.
TELANGANA 500003

Dear Ms.Priyanka Bhamu,

Offer for Appointment in the Bank as Probationary Clerk

In continuation to the Online Test and Personal Interview conducted for the Campus Recruitment of Probationary Clerk for Hyderabad Region, we are glad to offer you appointment in the Bank as Probationary Clerk.

You are advised to report at the below mentioned Office for the **completion of the joining formalities on 08.08.2022**:

THE SOUTH INDIAN BANK LTD.
STAFF TRAINING COLLEGE
DOOR NO.157/6, 1ST FLOOR, CHAI COMPLEX, 157/6, STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE, DIAMOND POINT, MANOVIKAS NAGAR P.O., SECUNDERABAD - 500 009

Further, your initial place of posting will be:

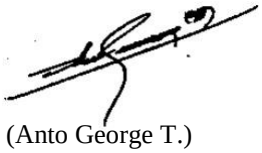
THE SOUTH INDIAN BANK LTD.
BRANCH: HYDERABAD (0128)
DO.NO.4-1-898
LALA II OASIS PLAZA
TILAK ROAD, ABIDS P.O., HYDERABAD
TELANGANA – 500001
EMAIL: br0128@sib.co.in
PH: 040-24755045, 24753925

Initially you will be on probation for a period of six months. On successful completion of probation, you will be confirmed in the service of the Bank as Clerk. In case the Bank finds your services unsatisfactory, it reserves the right to extend your probation/ terminate your service at its sole discretion.

Details of remuneration, perquisites payable to you on probation and other terms and conditions of employment are attached herewith.

We hope this will be the beginning of a long and rewarding career with us.

Yours sincerely,



(Anto George T.)
Senior General Manager (HR & Admin)

Encl: Remuneration, Perquisites and other Terms & Conditions

REMUNERATION, PERQUISITES AND OTHER TERMS & CONDITIONS

Pay Scale (as per IBA)

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920

Monthly Salary (as per IBA)

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly varying)	:	33.04 % of Basic Pay, Special Allowance, Special Pay and Travel Allowance.
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

Monthly Allowance

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs.350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

Half - Yearly Allowance

Closing Allowance	:	Rs.550/-

Yearly Allowance

Medical Aid	:	Rs.2,355/-

Other Benefits

a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.

b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as applicable to Clerical cadre.

c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance up to ₹3,00,000/- per annum.

d) You will also be governed by the "Defined Contributory Pension Scheme" in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. 14% of (B.P. + D.A. thereon) will be contributed by the Bank.

e) You are eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

Other Terms and Conditions

a) You should be possessing the stipulated qualification/criteria for the selection process as cited below as on **31.03.2022**:

Under Graduates	• Age: Not more than 22 years as on 31.03.2022. (i.e. born on or after 01.04.2000). • 60% marks in X/SSLC, XII/HSC under regular course. • Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.
Post Graduates	• Age: Not more than 24 years as on 31.03.2022. (i.e. born on or after 01.04.1998). • 60% marks in X/SSLC, XII/HSC and Graduation under regular course. • Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

b) Also be informed that original certificates and mark sheets which are yet to be received from the university has to be submitted **on or before 31.10.2022** failing which your appointment is liable to be terminated.

c) It shall be distinctly understood that this offer for appointment is subject to your meeting the stipulated qualification/ criteria cited above, submission of original documents/ credentials, medical fitness, police verification and satisfactory background verification. The original Educational Marklists & Certificates of Graduation and Post Graduation (as applicable) will be returned to you normally on your completion of 3 years of active service in the Bank.

d) You have to execute an agreement to the effect that you will serve the Bank for a minimum continuous period of 3 (three) years' active service from the date of your joining the bank. In case you leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

e) You shall not leave or discontinue your service in the Bank without first giving a Notice in writing of your intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

f) You shall comply with all the rules and regulations in force from time to time in the Bank as applicable to other employees of the Bank and shall carry out all the other lawful orders/ instructions/ directions of the Bank as are given to you in connection with the day-to-day discharge of your duties and other assignments assigned/ delegated by the Bank from time to time, while in service of the Bank.

g) All non-public/ price sensitive information obtained/ accessed/ reviewed during your service should be kept as confidential and should not be released/ disclosed either during your service or following cessation (by whatever means) to third parties without prior clearance from the Bank.

h) The Bank shall be entitled to terminate your service without notice, indemnities and compensation in any of the following events:

- ✓ If you are in the opinion of the Bank, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- ✓ If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations; made any illegal monetary benefits in cash or in kind out of any of the Bank's affairs.

i) All information pertaining to your remuneration is to be kept as confidential and should not be disclosed for any reason, other than as required for appropriate financial reporting purposes.

j) Bank at its discretion will carry out the background checks as per the policy of the bank.

k) If it is later found that, you have made concealment of facts/reported false details in the Personal Statement form/ any other document/ certificate, you will be liable for termination from service without further notice. The medical reports/ fitness certificates submitted by you are liable to be re-examined or scrutinised by the Bank's Doctor at Bank's discretion and your appointment in the Bank is subject to your medical fitness for employment in the Bank as assessed by the Bank's Doctor. You will be required to undergo medical examination by the Doctor of Bank's choice, in case the doctor insists for a detailed medical examination, after analysing the medical reports submitted by you. Also please note that if any information already submitted by you is found to be false or untrue or if any material information is suppressed, your service is liable to be terminated.

I hereby accept the terms and conditions of offer for appointment.

Signature :

Place :

Date :

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

May 18, 2022

Rinku Choudary
Hyderabad

Dear Rinku,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 6, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

THOMSON REUTERS

Annexure I - Total Rewards

Name: Rinku Choudary

Title: Associate Content Specialist

Reporting Manager: Mounica Negi

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity:

Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited,**
(A Thomson Reuters Company)

Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Rinku Choudary
Date:

THOMSON REUTERS

Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Rinku Choudary**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Rinku Choudary
Title: Associate Content Specialist
Date:

virtusa

August 8, 2022

Ms. Reya Serena Laureen R

Loyola academy alwal

Dear Reya Serena Laureen R,

Thank you for your keen interest in Virtusa Consulting Services Pvt Ltd, India.

In continuation to our discussions with you, we are delighted to inform you that you have been short listed and appointed for the post of **Associate Executive-HR**.

We believe you can play an important role in our rapid growth and success and look forward to welcoming you to the Virtusa family.

Your date of joining would be on **August 9, 2022** and you will be based out of our **Hyderabad Location**. Your designation at the time of joining and for the further period till the company confirms your employment will be **Associate Executive-HR**. You will be eligible for a cost to company (CTC) of **₹ 270,000/-** (Rupees Two Lakh Seventy thousand only) during the first year and **₹ 325,000/-** (Rupees Three Lakh Twenty Five thousand only) during the second year. (Structure detailed in Annexure-I & II).

You will be designated as **Associate Executive-HR** and will be made permanent upon successful completion of probation for 12 months.

Virtusa operates out of multiple locations in India and international countries, while accepting this offer, you also agree to be relocated to any part of India / International locations where we serve our clients or location where our clients operate out of, depending on the project requirements.

You agree to be flexible in accepting Technology / Domain / Role as per company needs to fulfill project requirements. You are required to be adaptable for change in work hours based on the

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T 91-040 6765 0000

14th Jun 2022

Shruti Joshi

1-6-39/112,Plot No-175,Venkat Sai Nagar,West Venkatapuram,Secunderabad-500015

Dear Shruti,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

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5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

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11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 15th Jun 2022 and
    (b) Report for duty at the Company not later than 15th Jun 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
Vice President -HR

Accepted and Agreed
Shruti Joshi

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Shruti Joshi**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.



Kameswari G
Vice President-HR

Accepted and Agreed
Shruti Joshi

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Regd. Office:
Wells Fargo Centre, Building 1A,
Divyasree NSL SEZ, Survey No. 66/1
Raidurga Village, Serilingampalli,
Hyderabad, India - 500032
Tes: +91 40 4012 1000
Fax: +91 40 4023 1100
CIN: U72200TG2006PTC051001
wellsfargo.com

Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited)
Embassy Tech Village
Deverabeesanahalli, Outer Ring Road
Varthur Hobli, Bengaluru, India 560103
wellsfargo.com

26th October, 2022

EXPRESSION OF INTEREST

Dear Sonal Hanu Mahendrakar,

We are pleased to inform you that you have been selected as a "Trainee" at **Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited) ("Wells Fargo")**, on the following terms and conditions:

1. You will be on a training period of **2 (Two)** months starting on **26th October 2022** and ending on the close of business on **20th December 2022** ("Training Period"). You will receive the training at iPRIMED Education Solutions Private Limited ("iPRIMED"), who is third party supplier of Wells Fargo.
2. During the Training Period, you will receive an all-inclusive payment of **INR 7000 (Seven Thousand)** per month, subject to applicable taxes. This payment shall be made by iPRIMED on behalf of Wells Fargo on completion of training during Training Period. On successful completion of Training Period, you will be provided with training completion certificate by iPRIMED, in the manner and form as may be deemed fit.
3. On successful completion of training and certification and subject to you being found fit for employment at Wells Fargo after due assessments, Wells Fargo will issue an offer of employment, subject to background screening process. Intended Role and Compensation in employment offer, subject to completion of training and certification: Total CTC **INR 3,06,000**, subject to statutory deductions.
4. As a trainee, you will have access to Wells Fargo's confidential information. You may be required to sign a Non Disclosure Agreement at the beginning of Training Period or thereafter.
5. iPRIMED may have the right to evaluate your performance and manage/supervise you during the Training Period, subject to necessary approvals from Wells Fargo.
6. With a prior notice of 7 (seven) calendar days; Wells Fargo may terminate this agreement with or without cause, before completion of Training Period.
7. During the Training Period, you shall abide by reasonable instructions of Wells Fargo and/or iPRIMED personnel.
8. You shall keep Wells Fargo and/or its employees, suppliers indemnified and harmless in the event of any loss, expenses, claim or penalties to/against Wells Fargo/its employees and suppliers, due to your act/s or omission/s or directly/indirectly attributable to you in any manner.
9. This letter is not an offer of employment and you are not entitled to claim employment with Wells Fargo and/or any other benefits, unless you sign an offer of employment, post completion of training certificate and subject to background verification. Wells Fargo shall not be liable for any claims, damage or loss, howsoever caused, in connection with your participation in the training.

Please confirm your acceptance of above terms by signing and returning copy of this letter. Your signature below will confirm that you have read, understood and agreed to the terms and conditions of this letter.

For Wells Fargo International Solutions Private Limited (formerly known as Wells Fargo EGS (India) Private Limited)



Chandrasekhar Narayana Bhatta
Authorized Signatory

Agreed to and accepted by:

_____
Printed Name and Signature/Date

Provisional Offer : BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219142135/Hyderabad/BPS/BTN
Date:26/04/2022

Dear Ms. Raveena Srinivas,

Sub: Letter of Provisional Offer and Terms of Employment.

Thank you for exploring opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you a provisional offer of Traineeship.

You have been selected for a twelve month traineeship program at grade BPOS. You will receive a fixed monthly stipend during your internship. Your stipend amount will be decided on the basis of joining location and the process in which you will get allocation. The same will be communicated to you along with the detailed offer letter.

Kindly confirm your acceptance on the traineeship offered by signing Annexure 1. If not accepted within 30 days of receipt, this offer of traineeship is liable to lapse at the discretion of the Company.

This is a provisional offer of traineeship and should not be construed as an Offer of Employment from TCSL. A detailed offer of traineeship will follow within 7 days from completion of all documentation formalities and your aforesaid acceptance on this provisional offer. The Offer of traineeship will be made to you provided this - opportunity continues to be available with TCSL.

Your traineeship with TCS is subject to your being declared medically fit and retaining that fitness during the tenure in the company and your Background / Reference check being favourable and acceptable to the Company.

On joining and successful completion of all Joining formalities including the back ground verification, you will be issued a Letter of Appointment by TCSL.

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.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Please also note, TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. Those living beyond these boundaries would be required to make their own arrangements to reach the nearest location convenient to them from where they can be picked up or dropped.

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

ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received & hereby accept the Provisional Letter of Traineeship Ref No **TCSL/DT20219142135/Hyderabad/BPS/BTN** on _____(DD/MMM/YYYY).

Signature:

Name:

Date:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

7 October 2022

Sri Lakshmi Gayathri Sistla
Trimulgherry
201, Veerabadra residency, malani enclave, Indian Airlines Colony, Trimulgherry, Secunderabad,HYDERABAD

Dear Sri Lakshmi

Further to your recent interview, I am pleased to offer you employment with HSBC Electronic Data Processing India Private Limited ("Company"), with a commencement date of **2 November 2022**. Please report to the undersigned on **2 November 2022** at 09:00 AM at **"HSBC Electronic Data Processing India Pvt Ltd. Mindspace - Cyberabad, Building No 9, 12th floor, Survey no 64, Madhapur, Ranga Reddy District Andhra Pradesh. 500 034"** . Please note that this offer of employment is conditional to the Company receiving from you, on or before **9-Oct-22**, all relevant information and documents for background verification checks, as listed out in Annexure **"BGV checklist of documents"**. This offer of employment is also subject to no adverse findings arising from any of the employee background verification checks required to be carried out by the Company. In the event you fail to ensure that the Company is in receipt of the required information and documents within the date mentioned above, or in the event adverse findings arise from any of the employee background verification checks, this offer will be automatically rescinded, or; if you have already joined the Company by such time, your employment with the Company will stand terminated without any requirement for any notice period or pay in lieu thereof.

You will be on probation for a period of 6 months which may be extended further for a period of 3 months during which your performance shall be reviewed by the Company. At the end of the probationary and / or extended probationary period you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by the Company.

JOB TITLE: Customer Service Executive, GSC's

Your Staff Number will be issued on joining the company.

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with your grade in the company. On occasions for training purposes and to cover operational requirements you may also be required to undertake other duties at a higher or lower grade as necessary.

PAY

Your commencing remuneration – Total Cost will be INR **400000** per annum. The detailed break-up of your Total Cost is indicated in the attached annexure. You will also be covered under Hospitalization Insurance for a sum of INR **800000** per annum and under Personal Accident Insurance for a sum of INR **1294097**. You will also be covered under Life Insurance for a sum of INR **1478968** per annum. The Hospitalization Insurance cover is a family floater policy that gives flexibility in the usage of the cover amount as the entire entitlement amount can be utilized by either an individual or any member/s of the family (self, spouse, children-up to two). Details of the insurance scheme will be provided to you on joining the company.

Payments will be made on or around the 24th of each month for that calendar month; is subject in cases to Income Tax and other statutory deductions; and will be paid into an account, which will be opened in your name with Hong Kong and Shanghai Banking Corporation Limited. If you already

have an account with Hong Kong and Shanghai Banking Corporation Limited, please provide us with details as soon as possible.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Each year your performance will be reviewed and if a performance award (bonus) is applicable, this will usually be paid in March for your assessed performance in the preceding year.

SALARY ARRANGEMENTS

The Company will undertake an annual review of salaries, normally in March, and will notify all staff of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

In the event of an Income tax liability or any other tax liability inclusive of any statutory charges arising as a result of your employment with HDPI these will be borne by yourselves and HDPI shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with HDPI.

DEDUCTIONS FROM PAY

When your employment ends, if the number of day's annual leave you have taken exceeds your pro-rata entitlement for the holiday year, an appropriate deduction will be made from your final pay.

Any leave balance outstanding in your name may be encashed subject to the discretion of the management.

If you are summarily dismissed, or leave the company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

HOURS OF WORK

Your working week will consist of 45 working hours. Your weekly day off need not necessarily be on Sundays.

SHIFT WORKING

The company may at any time on issuance of one month’s prior notice in writing require you to work on a shift basis. In such circumstances, you will be allocated to an appropriate roster.

ADDITIONAL HOURS

The company aims to ensure that persistently working extra hours is avoided. However, occasions may arise when you may be required to work beyond your normal hours. In these circumstances, you will be entitled to an overtime pay for every half an hour worked over and above 45 hours a week.

ANNUAL LEAVE

The company’s holiday year runs from the first day of January to the last day of December in the same year.

The number of annual leaves is determined by the number of declared holidays for that business area. The total number of holidays taking into account declared holidays and annual leave entitlement for the calendar year is 34 for all employees.

Employees with less than 1 years' service receive a proportional amount of annual leave entitlement.

You are required to take annual leave as mandatory leave as per the company guidelines.

Further information on rules applicable to the granting or taking of annual leave is available in your place of work.

ABSENCE FROM WORK

No salary will be paid for periods of unauthorized absence. Subject to you following the absence rules laid down by the company, normal pay will be continued during periods of authorized absence due to sickness, subject to any service criteria that may exist from time to time.

PLACE OF WORK AND MOBILITY

Your location will be **Hyderabad** . However, you may be required from time to time to work at or from any office or location of the company or within different companies within the HSBC Group. A change of your place of residence may be required from time to time and you may be transferred from one city to another at the discretion of the management.

RETIREMENT

Normal retirement in the company is at age 60. Your employment will terminate automatically at the end of the month in which your 60th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit by the company doctor.

RULES AND REGULATIONS

HSBC Electronic Data Processing India Private Limited, a member of the HSBC Group, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

During the term of your employment with the Organization, you may also be subject to the same / similar / other background verification checks being repeated at such intervals as may be determined solely by HSBC. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including termination of employment.

In addition to any requirement under the Code of Conduct, you are also required as a condition of continued employment to disclose to HSBC immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information to the Bank as soon as practicable after the occurrence of such an event may result in disciplinary proceedings up to and including termination.

In the event that your duties require successful completion/certification of mandatory training such as Anti- Money laundering/ Sanctions modules etc. as prescribed by HSBC, you will need to ensure that this is successfully completed within the stipulated time period. In the event that you are unsuccessful, the management reserves its rights to either redeploy you to other duties or take suitable steps as deemed appropriate.

If your terms of employment are covered under any treaty of co-operation or MOU with any friendly nation and India, such employment shall cease immediately on withdrawal of such co-operation or MOU or a change in such agreement with India which has a significant impact on the terms of such employment including but not limited to duration, work permits or visa requirements, minimum remuneration requirements. However, should such change be minimal to an extent of change in documentation or approval procedures it shall be incumbent on the employee to get such documentation or approval obtained, from such appropriate authorities as required, failing which the employment shall cease immediately from such date of change.

Other specific rules and regulations that may apply in your place of work will be available to you immediately after commencement of your employment. These may be altered or modified from time to time by notice to you or by Company Circular.

SECRECY

As a condition of employment, all employees are required to sign and return the company's Declaration of Secrecy Agreement that pledges confidentiality on all business matters appertaining to the HSBC Group, its subsidiaries, the company, and its customers. A copy is enclosed with this letter, for signature and return.

PERSONAL DATA

Data relating to your job application and as an employee of HDPI, will be held on a Global HR database. Such data will be processed for human resources administration purposes. Access to the system and your personal data will be restricted and controlled to respect your privacy and ensure your personal data is not shared without proper authorization or shown to unauthorized people. Vide acceptance to this offer letter; you consent to the above arrangements.

Access to the system and your personal data will be restricted and controlled to respect your privacy and ensure your personal data is not shared without proper authorization or shown to unauthorized people.

A form of consent to these arrangements is enclosed with this letter for signature and return.

UNAUTHORISED SOFTWARE AND SYSTEMS ACCESS

You are required to sign a declaration concerning the company's rules on the above. A copy is enclosed with this letter for signature and return.

STAFF DEALING PROCEDURES

Personal dealing in securities by company employees is subject to specific procedures, which may be amended from time to time, that must be strictly observed at all times. A copy of the current guidelines to staff will be made available to you when you commence employment. You are required to read it and familiarize yourself with it as soon as possible.

DATA PROTECTION

Under the company's policies, all employees have a responsibility to ensure that computerized data is accurate and is kept secure. Unauthorized disclosure of personal data is a serious offence and can result in prosecution. Therefore, you must ensure that you:

do not disclose personal data without authority
do not access information or systems directly relevant to each task
do not treat personal data carelessly
lock all printouts away when not in use
do not disclose your computer password to any unauthorized person

Many employee details are maintained on a computerized database. A copy of your details will be forwarded to you from time to time and, in accordance with company policies a copy will be made available on written request.

Under the company's policies, it is important that the company's internal, restricted or highly restricted personal records are maintained as accurately as possible. You must notify the company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

NOTICE PERIOD

TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of Gross Misconduct you are entitled to a minimum notice of termination of **2** months from the company, or pay in lieu of notice period.

During probation, you are entitled to a minimum notice of termination of 1 month or pay in lieu of notice period.

The company's notice may be handed to you personally or sent to your last recorded address.

The company reserves the right to ask that you no longer attend your place of work for the duration of your notice period.

TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one month notice in writing. Post confirmation, you are required to give the company a minimum of **2** months notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee.

RIGHT OF THE COMPANY

The Company reserves the right to change any terms and conditions related to employment, mentioned in the Offer Letter and the Rules and Regulations governing the conduct of the employee in the Company.

Such change would be intimated by the Company through an internal communication to the employees at large.

ACCEPTANCE

We would be grateful if you could kindly complete and return the copy of this letter by way of written acceptance of this offer. For the purpose of obtaining your present employer's reference may we say that acceptance will constitute your permission to write for this information. If we do not hear from you within 10 days from the date of this letter, we shall assume that you do not wish to take up the company's offer of employment and our offer will lapse.

We sincerely hope that you will accept this appointment and look forward to hearing from you in the near future.

Yours sincerely

"This is a computer generated letter and hence no signature is required"

ANNEXURE

Name: **Sri Lakshmi Gayathri Sistla**

Designation: **Customer Service Executive, GSC's**

Basic Salary (A):	180,000.00
Flexible Allowance Package: (B)	189,742.00
Total Cash (A+B):	**369742**
Companies Contribution of Provident Fund (C):	21,600.00
Gratuity (D):	8,658.00
Total CTC (A+B+C+D):	**400000**

* Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable

* EPFO guidelines for International Worker applicable

* The basic ceiling for computing Employee Pension Fund would not be applicable for International Worker

* Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time

* As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor

(Company), failing which the deductor (Company) w.e.f April 2010 will deduct Tax at Source at rates higher than normal as per norms.

“This is a computer generated letter and hence no signature is required”

Attachments

- **HR 2.01 F4 - Pre- Employment Medical Questionnaire.pdf**
- **HR 2.01 F5 - Unauthorized Software Declaration.pdf**
- **HR 2.01 F6 -Form of Declaration of Secrecy.pdf**
- **INTERNET BROWSER REQUEST - TERMS AND CONDITIONS.pdf**
- **HR 2.01 F10 - Data Consent Form.pdf**

J.P.Morgan

01-Apr-2022

Saarvari S
Plot no: 25, MNR Colony, Dammaiguda
-500083
HYDERABAD
Telangana
INDIA

Dear Saarvari S,

Your Employment by J.P. Morgan

Congratulations on joining the J.P. Morgan family. We are pleased to confirm your employment with J.P. Morgan Services India Private Limited (the "Company").

You will find your personal employment terms outlined in Appendix A with general employment terms and conditions in Appendix B. Please note these terms and conditions supersede any verbal discussions you may have previously had with any J.P. Morgan employee with regards to your employment arrangements.

A number of important policies will apply to your employment with the Company, including the Personal Account Dealing Policy and the Code of Conduct. We provide more information about these policies in Appendix C and it is essential that you carefully read and understand their requirements. By signing this letter, you confirm that you have read, understood and agree to be bound by these policies. In addition, you will be required to abide by all other Company policies and regulations (including JPMorgan Chase group of companies ("Group") policies) and with applicable law.

Should you have queries in relation to your employment terms, your benefits or Company policies, please contact our HR Answers hotline at 000 800 440 5210 (local toll free) or +1 212-552-5100 (international).

Please be reminded your employment terms should be treated with the strictest confidence. To accept this offer of employment, please click on the 'Accept' button at the bottom of this page on or before 07-Apr-2022.

We are excited to welcome you to our Company and take this opportunity to wish you every success in taking this next step of your career with us.

*This is a computer generated communication and does not have a signature.

A2. Employment Commencement Date

Your employment is expected to commence on 06-Jun-2022. We will confirm any change to this date to you in writing in advance.

In addition to the conditions set out in paragraph 1 of Appendix B, your offer is subject to you successfully meeting the educational criteria that has already been communicated to you in writing.

A3. Working Hours / Place of Work

Your manager will assign you specific working hours, often during J.P. Morgan's normal office hours. Depending on the needs of your department, however, you may be required to work outside the official hours to fulfill your duties.

You will normally work at the Company's offices in Hyderabad, but you may be required to work at any other location of the Company or its affiliates, as required by the Company.

A4. Remuneration

Your total fixed pay will be INR 5,25,000 per annum and comprises the following components:

	Rupees p.a.
1. Basic Salary	1,57,500
2. Leave Travel Assistance	30,000
3. House Rent Allowance	78,750
4. Provident Fund	21,600
5. Special Allowance	2,37,150
A. Total Fixed Pay	5,25,000

Appointment Letter - Synchrony

Inbox

Cruze, Fredrick Sunit (S... Sep 23, 2022

to me, Jay, Kamala, Harishwar, Apurva

Hi Mavis,

We are pleased to inform you of our intent to offer you a job as **Representative Customer Service**. Your expected date of joining would be **28th Sept 2022 at 1:30 pm**

We look forward to welcoming you onboard. Please send your confirmation of acceptance by replying on this mail on or before **25th Sept 2022.**

Please feel free to call me if you have any queries

Regards,

Fredrick Cruze

Human Resource Manager

Synchrony

synchrony

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Date: 18-07-2022

Full Name: Upputuru Jyothi Priya
Email: jyothipriya6312@gmail.com
Phone: +91 6304484922

Dear Upputuru Jyothi Priya,

On behalf of Regalix India Pvt. Ltd., it is my pleasure to confirm our offer of employment to you as **'Associate Consultant'**, in our **Hyderabad**, India operation. We extend this offer, and the opportunity it represents, with great confidence in your abilities. You made a very favorable impression with everyone you met and we are excited about the prospect of your joining our company.

We are pleased to appoint you on the following terms & conditions:

Designation	: **Associate Consultant**
Cost to Company	: **INR 3,00,000/- per annum (Three Lakh Rupees Only)**
Grade & Level	: **G1L1**
Proposed Compensation Break Up	: **As Detailed in Annexure-II**

You are eligible for Transport Allowance of INR **4000** per month should you not opt for company provided transport, the same will be processed based on the number of working days with your monthly salary and will be taxable.

You are eligible for a Night Shift Allowance (NSA) of INR **3000** per month if you work in a shift between 5:00 pm to 5:00 am (IST). The same will be processed based on the number of working days with your monthly salary and will be taxable.

You shall be eligible to earn a one-time bonus pay of **INR 1,00,000 (Rupees One Lakh Only)** on successful completion of the first **12** months of your service with us from the date of joining.

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 Initial Posting will be at **Hyderabad India** and your shift timing will be 4:30 AM - 1:30 PM aligned to the **AUNZ** region. However, these are subject to change to any other location/office or shift timing of the Company or to any subsidiary or associate company; whether now existing or still to be formed. Such transfer/deputation will be in accordance with the company's rules being in force at the time.

The terms and conditions applicable to such other places/establishments/times will be notified to you in a transfer order. In the event of your not joining duty in accordance with such transfer order within eight days of the transfer date mentioned in the transfer order, you shall be deemed to have relinquished and resigned your employment and you shall cease to be in our employment.

Your appointment will be effective from the **date of joining** which shall be on or before **03-08-2022,** failing which this appointment will stand automatically withdrawn.

Our standard policy includes annual performance appraisals and six months of probation from the date of joining the Company.

Termination and Notice Period:

Subject to the provisions contained in this offer, your services may be terminated by either party on giving '**two months'** notice.

In case of resignation, your exit from the company will be governed by the guidelines prescribed under the Regalix India – Exit Policy.

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.

This offer of employment is contingent upon the successful completion of your background screening as per the norms of the organization.

In the first instance, during the period of Probation, the termination of service may be made by either of the parties without giving any reason by giving one month's notice or on payment of a sum equivalent to one month's pay in lieu of notice. Post confirmation of employment the termination of services may be made by either of the parties without assigning any reason by giving two months' notice or by paying a sum equivalent to two months' salary in lieu of notice. The company may insist that you serve the notice period or complete the project/assignment on hand and ensure knowledge transfer before being relieved from the services. The company may also at its sole discretion, waive the total or part of the notice period and relieve you from service.

Pay for the purpose of this clause would be **gross pay** per month drawn by the employee on the date of giving the notice by either of the parties.

No notice or payment in lieu thereof is necessary in the event the termination is on account of misconduct on your part including but not limited to Code of Conduct violations, breach of Zero Tolerance policy.

You will be entitled to up to **15 days of Earned Leave** in accordance with the Rules of the Company being in force at the time.

You will carry out all instructions of your superior(s) in the Company as regards your work, attendance, conduct, behavior, etc., and carry out diligently and honestly all duties that may be assigned to you by the Company from time to time notwithstanding the designation given above. Your days of work and working hours will be as per the working hours of the office, in which you are for the time being posted and can be changed at the discretion of the management of the Company.

You will retire in the normal course from the services of the Company on attaining the age of superannuation, that is on the day following your 60th Birthday.

Your individual remuneration is purely a matter between yourself and the company and has been arrived at on the basis of your job, skills specific background, and professional merit. We expect you to maintain this information and any changes made therein from time to time as personal and confidential.

You shall, during your service with us, devote your whole time and attention to the Company's business entrusted to you and you shall not engage yourself directly or indirectly in any business or service other than the Company's business and service.

Information pertaining to the Company's operations shall remain secret and safeguarded by you. On joining the Company, a formal agreement to effect non-disclosure of confidential information and intellectual property, etc. shall be executed by you. You will also keep us duly informed if you are bound by any confidentiality agreement with your previous employers, in which case you shall keep us indemnified against any breach thereof by you.

The terms set out in this letter, together with the non-disclosure agreement and the Regalix India Pvt. Ltd. Compliance and Policy Manual, will form your Contract of Employment with the Company

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.

You being adjudged an insolvent or applying to be adjudged an insolvent or making compensation or arrangement with your creditors or being found guilty by a competent court of any offense involving moral turpitude will render you liable to termination of your employment without notice or compensation thereof.

Breach of any of the above terms and conditions will render you liable to termination of your employment without notice or compensation thereof.

The Benefits provided by the Company as outlined herein and in the Company policies are subject to change at the discretion of the Company.

You shall inform the company of any change in your personal data within 3 working days. Any notice required to be given to you shall be deemed to have been duly and properly given if delivered to you personally or sent to you by registered post at your address in India, as recorded with the Company.

By signing below, you confirm that you are not bound by any agreement with any previous employer or any party, which restricts in any way your prospective employment by Company (for example, any non-compete or non-competition agreement, non-disclosure or confidentiality agreement, non-solicitation agreement, etc.). Such agreements may be contained in offer letters from previous employers, stock option grants, employment agreements, independent contractor agreements, agreements for the sale of a business, etc. You represent that your employment with the Company and the performance of your proposed duties for the Company will not violate any obligations you have to such previous employer or another party. In your work for Company, you will not disclose or make use of any information or trade secrets in violation of any agreements with or rights of any such previous employer or another party, and you will not bring to Company premises any copies or other tangible embodiments of non-public information belonging to or obtained from any such previous employment or another party.

In case any information furnished by you, either in your application for employment or during the selection process is found to be incorrect/false, and /or if it is found that you have suppressed any material information in respect of your qualifications and past experience, the Company reserves the right to terminate your services any time without notice or compensation in lieu of notice.

Asset Recovery:

Upon termination of this Agreement for any reason, on or prior to the effective termination date at the Company's discretion, you shall return all Company property in your possession or control to your immediate supervisor to return all such property to the Company on or prior to the effective termination date.

Company Assets:

a. You shall take complete responsibility for the Company assets provided to you and will be liable for theft, loss, or damage caused to it.

b. In the event of any theft, loss, or damage (Partial or Total) of Company assets, an amount equivalent to the cost incurred by the Company toward repair, replacement or purchase will be borne by you, and the cost incurred shall be calculated and communicated to you

by the HR/IT Team. This amount shall be deducted from your salary or full and final settlement dues.

c. If you resign from the services, abandon your services, or have been terminated from the service of the Company, you will be liable to return the assets of the Company in good working condition without any physical damage. Failure to do so will result in the amount being deducted from the salary and other dues or full and final settlement thereof that would be paid to you.

d. The relieving process would be completed only upon return of all company assets in good working condition without any physical damage subject to clearances from all departments.

e. If the assets are not returned or recovered from the full and final settlement dues payable to you by the Company, then appropriate action as per the Company policy/ Rules/ Regulations will be initiated against you.

Employee Records: You hereby understand that Regalix India Pvt. Ltd., neither solicits nor accepts any original documents, including but not limited to Passport, Aadhar Card, PAN Card educational certificates, experience certificate, proof of identity, or age or residence, etc at the time of joining Regalix India Pvt. Ltd., All documents submitted by you shall be photocopies or true copies of the original documents. These Photocopies are submitted for the company's records and retention and shall not be returned.

You hereby, explicitly and unambiguously, consent to the collection, use, and transfer, in electronic or another form, of your personal data, as described in this document by and among, as applicable, by Regalix India Pvt. Ltd., its subsidiaries, or any third party appointed by Regalix India Pvt. Ltd., for the exclusive purpose of implementing, administering and managing your employment with Regalix India Pvt. Ltd., its updation into employee records in the employee personal file or on HR Tools, or for adhering with Local Laws.

Declaration of Majority: Regalix India Pvt. Ltd., does not hire persons below the age of 18 and you hereby declare that you have attained the age of 18 years. By virtue of having attained majority, you are competent to contract, as per the provisions of the Indian Contract Act, 1872. You further understand that if such declaration given or information furnished by you to the Company proves to be false or if you are found to have willfully suppressed such material information, you shall be liable to removal from services without any notice or compensation whatsoever.

Entire Agreement: Except as otherwise provided, this agreement contains the entire agreement between the Parties, superseding in all respects any and all prior oral or written agreements or understandings pertaining to the employment of the Employee by the Company. This agreement shall be amended or modified only by written instrument signed by both of the Parties hereto.

Jurisdiction: This Agreement shall be governed by the laws in force in India. The parties to this Agreement agree to submit to the exclusive jurisdiction of courts located in Bengaluru, Karnataka in relation to all disputes arising out of or due to this Agreement.

It is our hope that your acceptance of our offer will be just the beginning of a mutually beneficial relationship with our organization. Kindly send the duly signed copy of the duplicate offer document to the undersigned, as a sign of your acceptance of the offer, latest by **22-07-2022;** failing which the offer shall stand withdrawn**.**

Upputuru Jyothi Priya, 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.

Sincerely,

For, Regalix India Private Ltd

Shanta Sarkar

REGALIX INDIA PVT. LTD. Bengaluru 560 001

Shanta Sarkar
Associate Vice President – People Success

I **Upputuru Jyothi Priya, agree** to accept employment on the above-mentioned terms and conditions. I'll report for duty on or before **03-08-2022.**

Date: _____ Signed: _____

Enclosed:

1. Details of Required Documents: Annexure I
2. Salary Break-up: Annexure-II

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Annexure I

Please submit 2 copies of each of the below-mentioned documents on your date of joining:

- Semester Marks Cards for all courses pursued (full time/distance learning)
- Provisional and Original Degree Certificates issued by the University for all courses pursued (full time/distance learning)
- Proof for Date of Birth (Birth Certificate, School Leaving Certificate or Xth Standard Mark Sheet with Date of Birth)
- Relieving letter from all the Past Employers (Relieving letter from the Current Employer shall be submitted on the Date of Joining)
- The last 3 months payslips
- Copy of your Passport with any valid Visa / Work permit
- PAN Card copy and Adhaar (Mandatory)
- 2 Passport size photographs

***Please note: Aadhaar No. and PAN No. has become mandatory as per new Government regulations for creation of your PF Account and UAN Number.**
Employment confirmation is subjected to submission of Aadhaar No. and PAN No.

RAHEJA TOWERS, NO. 26-27, 5TH FLOOR,
EAST WING, M.G.ROAD,
BENGALURU – 560001, INDIA

● CIN:U72200KA2008PTC067478
● PAN:AAECR2608A

Annexure II – Salary Break-up

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
Salary		
Basic Salary	1,20,000	10,000
House Rent Allowance	48,000	4,000
Special Allowance	1,04,628	8,719
Gross Salary Before Deductions	**2,72,628**	**22,719**
Employer Benefits Part of CTC		
PF Contribution Employer	21,600	1,800
Gratuity	5,772	481
Deductions		
PF Contribution Employee	21,600	1,800
Profession Tax	2,400	200
Gross Pay	**2,72,628**	**22,719**
Net Pay Take Home	**2,48,628**	**20,719**
CTC	**3,00,000**	**25,000**

- Net Salary is subject to declaration towards Investments & other Eligible Deductions under IT Provisions.
- Variable pay if applicable is paid quarterly basis your performance.
- FBP components are available for tax exemptions
- Insurance covering self, spouse and children up to Rs.5,00,000/- per annum
- Payment of gratuity will be in accordance with the provisions of the Payment of Gratuity Act
- Any perquisites/allowance/incentive/ bonus paid above the CTC will be taxable

*****

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

May 15, 2022

V Nymisha
Hyderabad

Dear Nymisha,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 6, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

THOMSON REUTERS

Annexure I - Total Rewards

Name: V Nymisha

Title: Associate Content Specialist

Reporting Manager: Vandana Sarah Roy

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	Amount INR
Basic (per annum)	180,000
Flexible pay (per annum)	98,400
Provident Fund (per annum)	21,600
Base Pay (Total Fixed Pay)	300,000

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

THOMSON REUTERS

Statutory Benefit

Gratuity:

Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law (b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For Thomson Reuters International Services Private Limited,
(A Thomson Reuters Company)

Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: V Nymisha
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

February 3, 2022

YEMINEDI SRAVANI
Hyderabad, India

Dear YEMINEDI,

As the world's leading wireless technology innovator, we believe our employees have limitless passion, skills, and talents that have the pow to change the world. Behind every innovation, you'll find our people – big thinkers like you – who focus on solving the toughest challenges and creating world-changing innovations that lead to breakthrough technologies. By joining the Qualcomm family, you too can play a part i 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 Naga Venkata Gamini, Manager, GAOC, with a start date to be determined.

Our offer to you includes a gross monthly salary of INR 33,333.00and 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.

Annual Review Process

You will also be eligible to be considered for the corporate annual review process. 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 annual review process 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 o our website.

Place of Work

You will report into Qualcomm's Hyderabad_SEZ office. Qualcomm may, after giving you reasonable notice, transfer or assign your servic to any place of business of Qualcomm that may presently be operating, or which may subsequently be acquired or established, in any part o 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 b 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.

Qualcomm

If you have any questions, please do not hesitate to contact Prachi Pathak at +91 (80) 46172146.

Congratulations and welcome to Qualcomm!

Sincerely,

Murali Malla

Director, 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: Sravani

PRINT NAME: YEMINEDI SRAVANI

DATE: 02/11/2022

PROPOSED START DATE: _____

Annexure to the Appointment letter

India Annexure	Per Annum Rs.	Per Month Rs.
YEMINEDI SRAVANI		
Accounting Processor, III		
Hyderabad_SEZ		
Gross Pay	INR 399,996	INR 33,333
Gross Pay Components		
Basic Pay	INR 159,996	INR 13,333
House Rent Allowance	INR 63,996	INR 5,333

India Annexure	Per Annum Rs.	Per Month Rs.
Flexible Benefit Plan	INR 176,004	INR 14,667
Leave Travel Allowance	INR 15,996	INR 1,333
Special Allowance	INR 160,008	INR 13,334
Gross Pay Sub-Totals	INR 399,996	INR 33,333
Retirals		
Employer Contribution to Provident Fund	INR 19,200	INR 1,600
Gratuity	INR 7,696	INR 641
Retirals Sub-Totals	INR 26,896	INR 2,241
Cost to Company (Gross Pay + Retirals)	INR 426,892	INR 35,574
Company Paid Standard Benefits		
Mediclaim	INR 36,600	
Personal Accident Insurance	INR 1,600	
Group Term Life Insurance	INR 3,600	
Total CTC (Gross Pay + Retirals + Co.Pd Std Benefits	INR 468,692	
New Hire Restricted Stock Unit Value	USD 1,500	

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.

• Gratuity payable as per Gratuity Policy of Qualcomm

SOUTH INDIAN Bank
Experience Next Generation Banking

HUMAN RESOURCES DEPARTMENT

HRD: TAT: TRG: 936: 2022-23 DATE: 01.08.2022

MR. ABHINASH
16-95/16/6/1 BALAJI NAGAR
SANTOSH NAGAR COLONY, SECUNDERABAD
-
TELANGANA 500087

Dear Mr.Abhinash,

Offer for Appointment in the Bank as Probationary Clerk

In continuation to the Online Test and Personal Interview conducted for the Campus Recruitment of Probationary Clerk for Hyderabad Region, we are glad to offer you appointment in the Bank as Probationary Clerk.

You are advised to report at the below mentioned Office for the **completion of the joining formalities on 08.08.2022**:

THE SOUTH INDIAN BANK LTD.
STAFF TRAINING COLLEGE
DOOR NO.157/6, 1ST FLOOR, CHAI COMPLEX, 157/6, STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE, DIAMOND POINT, MANOVIKAS NAGAR P.O., SECUNDERABAD - 500 009

Further, your initial place of posting will be:

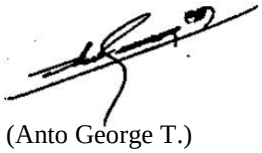
THE SOUTH INDIAN BANK LTD.
BRANCH: DIAMOND POINT - SECUNDERABAD (0413)
GROUND FLOOR, 157/6, CHAI COMPLEX
STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE
DIAMOND POINT, SECUNDERABAD, HYDERABAD
TELANGANA – 500009
EMAIL: br0413@sib.co.in
PH: 040-27897747, 27846336

Initially you will be on probation for a period of six months. On successful completion of probation, you will be confirmed in the service of the Bank as Clerk. In case the Bank finds your services unsatisfactory, it reserves the right to extend your probation/ terminate your service at its sole discretion.

Details of remuneration, perquisites payable to you on probation and other terms and conditions of employment are attached herewith.

We hope this will be the beginning of a long and rewarding career with us.

Yours sincerely,



(Anto George T.)
Senior General Manager (HR & Admin)

Encl: Remuneration, Perquisites and other Terms & Conditions

REMUNERATION, PERQUISITES AND OTHER TERMS & CONDITIONS

Pay Scale (as per IBA)

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920

Monthly Salary (as per IBA)

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly varying)	:	33.04 % of Basic Pay, Special Allowance, Special Pay and Travel Allowance.
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

Monthly Allowance

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs.350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

Half - Yearly Allowance

Closing Allowance	:	Rs.550/-

Yearly Allowance

Medical Aid	:	Rs.2,355/-

Other Benefits

a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.

b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as applicable to Clerical cadre.

c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance up to ₹3,00,000/- per annum.

d) You will also be governed by the "Defined Contributory Pension Scheme" in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. 14% of (B.P. + D.A. thereon) will be contributed by the Bank.

e) You are eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

Other Terms and Conditions

a) You should be possessing the stipulated qualification/criteria for the selection process as cited below as on **31.03.2022**:

Under Graduates	• Age: Not more than 22 years as on 31.03.2022. (i.e. born on or after 01.04.2000). • 60% marks in X/SSLC, XII/HSC under regular course. • Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.
Post Graduates	• Age: Not more than 24 years as on 31.03.2022. (i.e. born on or after 01.04.1998). • 60% marks in X/SSLC, XII/HSC and Graduation under regular course. • Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

b) Also be informed that original certificates and mark sheets which are yet to be received from the university has to be submitted **on or before 31.10.2022** failing which your appointment is liable to be terminated.

c) It shall be distinctly understood that this offer for appointment is subject to your meeting the stipulated qualification/ criteria cited above, submission of original documents/ credentials, medical fitness, police verification and satisfactory background verification. The original Educational Marklists & Certificates of Graduation and Post Graduation (as applicable) will be returned to you normally on your completion of 3 years of active service in the Bank.

d) You have to execute an agreement to the effect that you will serve the Bank for a minimum continuous period of 3 (three) years' active service from the date of your joining the bank. In case you leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

e) You shall not leave or discontinue your service in the Bank without first giving a Notice in writing of your intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

f) You shall comply with all the rules and regulations in force from time to time in the Bank as applicable to other employees of the Bank and shall carry out all the other lawful orders/ instructions/ directions of the Bank as are given to you in connection with the day-to-day discharge of your duties and other assignments assigned/ delegated by the Bank from time to time, while in service of the Bank.

g) All non-public/ price sensitive information obtained/ accessed/ reviewed during your service should be kept as confidential and should not be released/ disclosed either during your service or following cessation (by whatever means) to third parties without prior clearance from the Bank.

h) The Bank shall be entitled to terminate your service without notice, indemnities and compensation in any of the following events:

- ✓ If you are in the opinion of the Bank, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- ✓ If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations; made any illegal monetary benefits in cash or in kind out of any of the Bank's affairs.

i) All information pertaining to your remuneration is to be kept as confidential and should not be disclosed for any reason, other than as required for appropriate financial reporting purposes.

j) Bank at its discretion will carry out the background checks as per the policy of the bank.

k) If it is later found that, you have made concealment of facts/reported false details in the Personal Statement form/ any other document/ certificate, you will be liable for termination from service without further notice. The medical reports/ fitness certificates submitted by you are liable to be re-examined or scrutinised by the Bank's Doctor at Bank's discretion and your appointment in the Bank is subject to your medical fitness for employment in the Bank as assessed by the Bank's Doctor. You will be required to undergo medical examination by the Doctor of Bank's choice, in case the doctor insists for a detailed medical examination, after analysing the medical reports submitted by you. Also please note that if any information already submitted by you is found to be false or untrue or if any material information is suppressed, your service is liable to be terminated.

I hereby accept the terms and conditions of offer for appointment.

Signature :

Place :

Date :

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

2nd Dec 2022

Abhinav Ranganathan

Hno 30-647/5/23,Taruna avenue,East anandbagh,Malkajgiri,Hyderabad,500047

Dear Abhinav,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Senior Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.350000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 4th Dec 2022 and
    (b) Report for duty at the Company not later than 7th Dec 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Abhinav Ranganathan

Synchrony International Services Pvt. Ltd.
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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Abhinav Ranganathan**		
	Earnings*	***Monthly***	***Annual***
	Basic	14,432	173,188
	HRA	8,659	103,913
	Special Allowance	60	717
	Employer Contribution to PF	1,732	20,783
	Gross Earnings (A)	**24,883**	**298,600**
	Bonus * (B)	2,083	25,000
	Meal Coupons	2,200	26,400
	Total CTC	**29,167**	**350,000**
	Other Benefits*		
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		24,642
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		3,100
	Gratuity-cum-Life Insurance*****		8,326
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**96,068**
	Total Earning Opportunity Per Annum		
	Total CTC+Benefits		***446,068***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

***Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.

Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Abhinav Ranganathan

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 21, 2022

Arravolu Aditya Reddy
Hyderabad

Dear Aditya,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Arravolu Aditya Reddy**
Business Title: **Associate Content Specialist**
Date:

THOMSON REUTERS

Annexure I - Total Rewards

Name: Arravolu Aditya Reddy

Title: Associate Content Specialist

Reporting Manager: Laila Injeti

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity:
Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

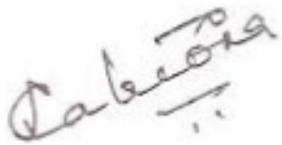
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Arravolu Aditya Reddy
Date:

THOMSON REUTERS

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

THOMSON REUTERS

Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Arravolu Aditya Reddy**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Arravolu Aditya Reddy
Title: Associate Content Specialist
Date:

THOMSON REUTERS

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: Arravolu Aditya Reddy
Date:

Private and Confidential

Ref. No:372984WD

27/10/2022
P Dhanush
plot no 715, flat no:102 GK sridham apartmentsDefence colony Sainikpuri Secunderabad-500094 Telangana 500094 India

Dear **P**,

Sub: Contract of Employment

We are pleased to appoint you at Job Level of **Specialist 2** and Management Level of **Specialist** in the Risk Assurance ServicesSub Business of the **Advisory** Line of Service of **PricewaterhouseCoopers Services LLP**("LLP"). It is expected that you would join on **03/11/2022.** This offer of appointment is subject to the terms and conditions attached hereto (Appendix A and Appendix B).

Your place of posting will be **Hyderabad.**

PrimEra
Dos Pou Sto

OFFER LETTER

28th-Sep-2022

Diwakar Shetty,
Hyderabad

Dear **Diwakar**,

With reference to your application for employment and subsequent interview you had with us, we are pleased to offer you employment as "**AR Trainee"** in PrimEra Medical Technologies Pvt. Ltd.

1. Date and place of Joining:

You are expected to join on **3rd-Oct-2022 as** *agreed between both the parties*. You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.
Your place of posting will be at **Hyderabad.**

2. Salary:

Your CTC will be INR **275000**/- (**Rupees Two Lakhs Seventy Five Thousands only**) per Annum, including Gross Salary of INR **253400/-** per annum, the breakup of which will be as provided in Annexure A and subject to applicable taxes, payment of provident fund and other statutory deductions. .
However, the structure of your compensation may be altered / changed from time to time in line with the compensation policy and practices of the Company.

3. Offer Validity:

This offer of employment is valid for 24 hours from the date of intimation to you by any digitalized communication.

This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

Kindly, refer to enclosed Annexure A for the terms and conditions of the offer.

With best wishes and looking forward to a mutually fruitful association.



Authorized Signatory
Name: Sridevi Menon
Designation: **Human Resource Manager**
Date: **28th-Sep-2022**

I declare and acknowledge that have read the Appointment letter and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Employee:
Date:
Place:
(Attach a valid document to verify the signature)

PrimEra
Dos Pou Sto

SALARY ANNEXURE

Name: Diwakar Shetty
Designation: AR Trainee

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Basic Pay	8447	101360
House Rent Allowance	3379	40544
Conveyance Allowance	1600	19200
Medical Allowance	1250	15000
Statutory Bonus	2000	24000
Special Allowance	4441	53296
Gross Salary	**21117**	**253400**
Statutory		
Provident Fund – Employer Contribution	**1800**	21600
ESI - Employer Contribution	0	0
Cost to the Company	**22917**	**275000**
Deductions		
Professional Tax	200	Per Month
Provident Fund – Employee Contribution	1800	Per Month
ESI - Employee Contribution	0	Per Month
Net Take Home (Excluding Applicable Taxes)	**19117**	Per Month

Meal Card	INR- 1100 Per Month	INR - 13,200 Per Annum

Notes:

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – Medical Insurance for self and spouse and 2 kids provided by company
   Accidental insurance for employees
   Reimbursements: Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/ Allowances/ Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
4. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.

PrimEra Medical Technologies Pvt. Ltd

Manager – Human Resource

November 29, 2022

TO WHOMSOEVER IT MAY CONCERN

This is to certify that **Mr. Ilapavuluri Viswa Rishi ------**, **Employee ID: 101339488** is a bonafide employee of our organization since **November 17, 2022.** He is presently associated with us as **Analyst** at the management level of **Specialist** with the **Risk Consulting** SBU.

This letter is being issued to him as a proof of employment for the purpose of **Banking**.

For and on behalf of **PricewaterhouseCoopers Services LLP**



Nov 29 2022 12:42PM
Shency John
Director - Human Capital

This letter is electronically generated.

DocuSign Envelope ID: D24CDB19-6890-4076-B463-E365CA0D2EB3

13st June 2022
Joel Philip Mathew
Hyderabad

Dear Joel,
Congratulations!

Thank you for the keen interest you have shown in our organization. Consequent to your application, Interviews, and personal discussions with us, we are pleased to offer you a career with Advanced Medical Pricing Solutions (AMPS). Please accept our heartiest Congratulations.

1) If you accept this offer and join our services, you will be designated as an " **Associate Financial Analyst** ", at our Hyderabad center with annual compensation of **Rs. 3,25,000/-** (Three Lakhs and twenty-five thousand only) per annum with the Date of joining as **13th June 2022**. This offer of employment with AMPS is subject to the successful completion of your Background Verification conducted by AMPS or any other agency appointed by AMPS.
2) You will be on probation for a period of six (6) months from the date of joining AMPS. If necessary and at the discretion of AMPS, 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.
3) As per company policy you are required to sign a Non-Disclosure-Agreement with the company on your joining as part of your joining process.
4) During your employment with AMPS, you will adhere to the company policies in general and information security policies in particular that are issued from time to time.
5) Your duties will be governed by the rules and regulations of the company which will be elaborated on and detailed in the appointment letter.

Please confirm your acceptance of this offer by return email.
In case you have any further clarifications, Pl feel free to call me at +91-9885005723 or email me at mdadape@amps.com

For AMPS Healthcare (India) Pvt Ltd

DocuSigned by:
Milind Dadape
53290C09B31141B...

Milind Mukund Dadape
Manager- Human Resources

Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20218934632/Hyderabad/BPS/BTN
Date: 17/09/2022

Mr. Jeevan Abhishek Patta
Loyola Boys Hostel
Mangapuram Colony
Near Loyola Academy Cricket Ground
Secunderabad-500010
Telangana
Tel# -

Dear Mr. Jeevan Abhishek Patta,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **13,000/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

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1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
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Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

OTHER BENEFITS

1. **Health Insurance Scheme**
   TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

   You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

   a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

   b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

   c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

   The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

   i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to 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.

   ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

   *Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. **Professional Memberships:**
   You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

3. **Social Security - Employees' State Insurance:**
   The company will contribute 3.25% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. **Compensation Benefits under ESI Act / Employees' Compensation Act:**
   If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

   If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

   * Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. **Night Shift Stipend:**
   Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

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6. **Process Specific Stipend:**
Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. **Traineeship Pre-requisites**
Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with TCSL will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. **Traineeship Period:**
During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, TCSL may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**
You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**
You will be entitled for leaves as per the company's policy.

5. **Transport:**
TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

6. **Alternative Occupation / Traineeship:**

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During the period of your traineeship at TCSL, you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of TCSL and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. 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.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

9. 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 a trainee of TCSL.

10. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

11. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute`s photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and futher employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

12. Background Check:

Your traineeship will be subject to a background check in line with the Company'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 checks are unfavorable or at a variance with your own

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declarations, your traineeship will be discontinued without any notice.

13. Submission of Documents:

At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passport size
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.

Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining TCSL as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as TCSL may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. TCSL continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of 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. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

Your will be issued a letter of appointment on your joining and after completing joining formalities as per TCSL policy

16. Personal Data Processing:

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.

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 initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

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.

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.

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.

In case of oversees deputation, available privacy rights would be governed as per regulatory provisions and / or

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TCS policies/notice provided applicable at your overseas location.

17. **Terms and conditions:**
    The above terms and conditions of traineeship are specific to your traineeship period in India.

18. **Rules and Regulations of the Company:**
    Your traineeship will be governed by the policies, rules, regulations, practices, processes and procedures of the Company as applicable to you and the changes therein from time to time.

19. **Compliance to all clauses:**
    You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle TCSL in withdrawing this letter of traineeship at its sole discretion.

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Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in the Traineeship 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 sole 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: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20218934632/Hyderabad/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:

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Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as 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.

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 any 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 TCS . 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

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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.

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 Associate 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;

a) 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.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's 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.

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.

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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.

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 the Confidentiality, Data and IP Protection Terms 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 any claim or liability of any party, 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, 1996 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, Data and IP Protection Terms 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.

(e)This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on_____.

Name:

Address:

Signature:

Date:

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Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20219145549/Hyderabad/BPS/BTN
Date: 14/10/2022

Mr. Prinson C Abraham
Chirackel House
Pazhavangadi Po
Near Golden Hypermarket
Ranni-689673
Kerala
Tel# 91-9744972035

Dear Mr. Prinson C Abraham,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **13,000/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

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OTHER BENEFITS

1. **Health Insurance Scheme**
   TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

   You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

   a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

   b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

   c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

   The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

   i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to 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.

   ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

   *Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. **Professional Memberships:**
   You will be eligible for reimbursement of expenses towards professional membership as per **TCSL** 's policy.

3. **Social Security - Employees' State Insurance:**
   The company will contribute 3.25% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. **Compensation Benefits under ESI Act / Employees' Compensation Act:**
   If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

   If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

   * Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. **Night Shift Stipend:**
   Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

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6. Process Specific Stipend:
Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. Traineeship Pre-requisites
Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with **TCSL** will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. Traineeship Period:
During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, **TCSL** may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. Hours of Training:
You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. Leave:
You will be entitled for leaves as per the company's policy.

5. Transport:
TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

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6. **Alternative Occupation / Traineeship:**
During the period of your traineeship at **TCSL** , you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. **Confidentiality, Data and Intellectual Property Protection:**
As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of **TCSL** and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. **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.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

9. **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 a trainee of **TCSL** .

10. **Notice Period:**
You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

11. **Medical Test:**
You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute`s photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and futher employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

12. **Background Check:**
Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are

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completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

13. Submission of Documents:

At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passport size
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.

Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining **TCSL** as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as **TCSL** may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. **TCSL** continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of 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. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

Your will be issued a letter of appointment on your joining and after completing joining formalities as per **TCSL** policy

16. Personal Data Processing:

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.

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 initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

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.

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.

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.

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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.

17. **Terms and conditions:**
The above terms and conditions of traineeship are specific to your traineeship period in India.

18. **Rules and Regulations of the Company:**
Your traineeship will be governed by the policies, rules, regulations, practices, processes and procedures of the Company as applicable to you and the changes therein from time to time.

19. **Compliance to all clauses:**
You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle **TCSL** in withdrawing this letter of traineeship at its sole discretion.

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Withdrawal of Offer
If you fail to accept the offer from **TCSL within 7 days, it will be construed that you are not interested in the Traineeship 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 sole 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: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20219145549/Hyderabad/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
1 Software Units Layout Madhapur, Hyderabad – 500 081, Telangana India
Tel +91 040 6667 2000 Fax +91 040 6667 2222 E-mail: corporate.office@tcs.com, Website: http://www.tcs.com
Registered Office: 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as 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.

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 any 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 TCS . 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

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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.

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 Associate 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;

a) 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.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's 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.

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.

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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.

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 the Confidentiality, Data and IP Protection Terms 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 any claim or liability of any party, 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, 1996 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, Data and IP Protection Terms 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.

(e)This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on_____.

Name:

Address:

Signature:

Date:

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SOUTH INDIAN Bank
Experience Next Generation Banking

HUMAN RESOURCES DEPARTMENT

HRD: TAT: TRG: 941: 2022-23 DATE: 01.08.2022

MR. SIDDARTH CHAUHAN
45 DEFENCE COLONY
SAINIKPURI SECUNDERABAD
-
TELANGANA 500094

Dear Mr.Siddarth Chauhan,

Offer for Appointment in the Bank as Probationary Clerk

In continuation to the Online Test and Personal Interview conducted for the Campus Recruitment of Probationary Clerk for Hyderabad Region, we are glad to offer you appointment in the Bank as Probationary Clerk.

You are advised to report at the below mentioned Office for the **completion of the joining formalities on 08.08.2022**:

THE SOUTH INDIAN BANK LTD.
STAFF TRAINING COLLEGE
DOOR NO.157/6, 1ST FLOOR, CHAI COMPLEX, 157/6, STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE, DIAMOND POINT, MANOVIKAS NAGAR P.O., SECUNDERABAD - 500 009

Further, your initial place of posting will be:

THE SOUTH INDIAN BANK LTD.
BRANCH: HABSIGUDA (0549)
DO.NO.1-7-9/3
WARD NO.3, HARIHARA ESTATE, NO.8
HABSIGUDA P.O., RANGA REDDI
TELANGANA – 500007
EMAIL: br0549@sib.co.in
PH: 040-27156035, 27156036

Initially you will be on probation for a period of six months. On successful completion of probation, you will be confirmed in the service of the Bank as Clerk. In case the Bank finds your services unsatisfactory, it reserves the right to extend your probation/ terminate your service at its sole discretion.

Details of remuneration, perquisites payable to you on probation and other terms and conditions of employment are attached herewith.

We hope this will be the beginning of a long and rewarding career with us.

Yours sincerely,

(Anto George T.)
Senior General Manager (HR & Admin)

Encl: Remuneration, Perquisites and other Terms & Conditions

REMUNERATION, PERQUISITES AND OTHER TERMS & CONDITIONS

Pay Scale (as per IBA)

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920

Monthly Salary (as per IBA)

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly varying)	:	33.04 % of Basic Pay, Special Allowance, Special Pay and Travel Allowance.
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

Monthly Allowance

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs.350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

Half - Yearly Allowance

Closing Allowance	:	Rs.550/-

Yearly Allowance

Medical Aid	:	Rs.2,355/-

Other Benefits

a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.

b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as applicable to Clerical cadre.

c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance up to ₹3,00,000/- per annum.

d) You will also be governed by the "Defined Contributory Pension Scheme" in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. 14% of (B.P. + D.A. thereon) will be contributed by the Bank.

e) You are eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

Other Terms and Conditions

a) You should be possessing the stipulated qualification/criteria for the selection process as cited below as on **31.03.2022**:

Under Graduates	• Age: Not more than 22 years as on 31.03.2022. (i.e. born on or after 01.04.2000). • 60% marks in X/SSLC, XII/HSC under regular course. • Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.
Post Graduates	• Age: Not more than 24 years as on 31.03.2022. (i.e. born on or after 01.04.1998). • 60% marks in X/SSLC, XII/HSC and Graduation under regular course. • Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

b) Also be informed that original certificates and mark sheets which are yet to be received from the university has to be submitted **on or before 31.10.2022** failing which your appointment is liable to be terminated.

c) It shall be distinctly understood that this offer for appointment is subject to your meeting the stipulated qualification/ criteria cited above, submission of original documents/ credentials, medical fitness, police verification and satisfactory background verification. The original Educational Marklists & Certificates of Graduation and Post Graduation (as applicable) will be returned to you normally on your completion of 3 years of active service in the Bank.

d) You have to execute an agreement to the effect that you will serve the Bank for a minimum continuous period of 3 (three) years' active service from the date of your joining the bank. In case you leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

e) You shall not leave or discontinue your service in the Bank without first giving a Notice in writing of your intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

f) You shall comply with all the rules and regulations in force from time to time in the Bank as applicable to other employees of the Bank and shall carry out all the other lawful orders/ instructions/ directions of the Bank as are given to you in connection with the day-to-day discharge of your duties and other assignments assigned/ delegated by the Bank from time to time, while in service of the Bank.

g) All non-public/ price sensitive information obtained/ accessed/ reviewed during your service should be kept as confidential and should not be released/ disclosed either during your service or following cessation (by whatever means) to third parties without prior clearance from the Bank.

h) The Bank shall be entitled to terminate your service without notice, indemnities and compensation in any of the following events:

- ✓ If you are in the opinion of the Bank, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- ✓ If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations; made any illegal monetary benefits in cash or in kind out of any of the Bank's affairs.

i) All information pertaining to your remuneration is to be kept as confidential and should not be disclosed for any reason, other than as required for appropriate financial reporting purposes.

j) Bank at its discretion will carry out the background checks as per the policy of the bank.

k) If it is later found that, you have made concealment of facts/reported false details in the Personal Statement form/ any other document/ certificate, you will be liable for termination from service without further notice. The medical reports/ fitness certificates submitted by you are liable to be re-examined or scrutinised by the Bank's Doctor at Bank's discretion and your appointment in the Bank is subject to your medical fitness for employment in the Bank as assessed by the Bank's Doctor. You will be required to undergo medical examination by the Doctor of Bank's choice, in case the doctor insists for a detailed medical examination, after analysing the medical reports submitted by you. Also please note that if any information already submitted by you is found to be false or untrue or if any material information is suppressed, your service is liable to be terminated.

I hereby accept the terms and conditions of offer for appointment.

Signature :

Place :

Date :

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Building a better working world

EY Global Delivery Services India LLP
3rd Floor, Tower 'C',
RMZ Infinity, Old Madras Road,
Benniganahalli, K.R. Puram,
Bangalore - 560016
Karnataka , India

Tel: +91 080 6681 3000
Fax: +91 080 6681 3334
ey.com

13 October, 2022

Mr Tanneru Venkat Rahul
1-5-546/1, Surya Nagar, Near Apollo Pharmacy,
Old Alwal, Secunderbad,
Hyderabad,
Telangana - 500010

Contact No: 9392732844
Email: tvenkatrahul0@gmail.com

Dear **Tanneru,**

Subject: Appointment in the position of
Tax Analyst

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

1. POSITION:

You will be appointed in the position of **Tax Analyst** in TAX in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Hyderabad** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters relating to independence, anti-bribery, prevention of insider trading and prevention of sexual harassment.

3. WORKING HOURS:

Your standard working hours will be 45 hours a week.Your work week comprises of weekly off, which will be communicated to you by your reporting manager. In view of your position in the Firm, you shall effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever your job so requires. Additionally, as mentioned in your interview process, the Firm may

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implement staggered work shifts, from time to time. In such an event, you shall abide by the change in the standard working hours as may be notified by the Firm to accommodate such staggered shifts.

4. DATE OF JOINING:

As per our discussion your date of joining will be **17 October, 2022**

Your initial work location will be 6th Floor, Western Aqua,Plot No. 1, 2, 3 and 4, Survey No. 8, Kondapur, SerilingampallyMandal, RangaReddy, Telangana, 500084.

Given the current situation, you will be onboarded virtually and can work remotely till you are specifically advised to report to a GDS facility by your counsellor or your Service Line Operations team.

5. PROBATION:

You shall be on probation for a period of six months from the date of joining the Firm. Your employment will be deemed confirmed, unless otherwise communicated to you in writing for reasons not limited to performance.
During the six months probationary period for matters related to discipline or performance, the Firm reserves the right to take action in accordance to the policy of the Firm.
Please note that a confirmation letter/notification will not be issued to you upon completion of the six month probationary period.

6. ANNUAL FIXED COMPENSATION:

You shall be paid an annual fixed compensation of **INR 3,65,000/-** per annum. The annual fixed compensation will be subject to applicable taxes as per the provisions of the Income Tax Act, 1961, and will be paid to you after deduction of income tax and other applicable taxes at source. The annual fixed compensation will be paid to you monthly in arrears. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of your compensation information and not disclose such information to any other person within the Firm.

7. TRANSFERABILITY:

Your initial place of posting will be Hyderabad. The Firm reserves the right to transfer you to any other location in India and/or to any other entity affiliated or associated with the Firm.

8. CONFIDENTIALITY:

a. Compensation: You shall at all times keep the details of your compensation and employment benefits at the Firm strictly confidential, and shall not disclose such details to any other person within the Firm.
b. Use of Firm's name: You shall use the Firm name, logos, trademarks or other identifiers strictly in the manner permitted by the Firm's policies, or for the purposes of provision of Services delegated to you to the extent required. Upon termination of your employment with the Firm, you shall not use the Firm's name, logo, trademark or other identifier in any manner other than what is already a matter of public knowledge, provided however you will not be in breach of this clause if you make reference to the Firm's name solely to describe your former association with the Firm subject to the confidentiality obligations which the Firm might have undertaken in relation to any of its clients/customers/users, vendors or other Firm's

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c. Information: You shall always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information relating to the business of the Firm which may be known to you or confided in you by the Firm its representatives, authorized personnel, vendors, sub-contractors, clients/customers/users etc. and by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Firm . For the purposes of this clause 'Confidential Information' means information about the Firm's business and that of its clients/customers/users, subcontractors, business partners or agents which is not available to the general public and which may be learnt by you in the course of your employment. This includes, but is not limited to, information relating to the Firm, its client/customer/user lists, employment policies, personnel, and information about the Firm's products, services, processes including ideas, concepts, projections, technology, manuals, drawing, designs, specifications, sales pitches, fees quotes, tender information, key personnel, customer contacts, thought leadership papers, and all papers, resumes, records and other documents containing such Confidential Information, whether such information was disclosed to or accessed by you prior to or after the date hereof. You shall at all times, whether during or after the termination of your employment, act with utmost fidelity and shall not disclose or divulge any such information to third parties or make use of such information for your own benefit or otherwise howsoever.

d. At no time will you remove any Confidential Information from the Firm's offices without the permission of your reporting manager and/or an authorized officer of the Firm save and except for the purposes of performing the duties assigned to you in your capacity as an employee of the Firm and for no other purpose or use. You will not reproduce, store in a retrieval system or transmit in any form or by any means - electronic, mechanical, photocopying, recording, scanning or otherwise - any copyrighted material or other confidential or proprietary material, which is the property of the Firm or of its clients/customers/users, for your own benefit or for the benefit of any third party, either during the term of your employment or thereafter.

e. You acknowledge and agree that disclosure of any portion of the Confidential Information prohibited herein or any breach of the provisions herein may result in irreparable injury and damage to the Firm which will not be adequately compensable in monetary damages, that the Firm will have no adequate remedy at law therefor, and that the Firm may, in addition to all other remedies available to it at law or in equity, obtain such preliminary, temporary or permanent mandatory or restraining injunctions, orders or decrees as may be necessary to protect the Firm against, or on account of, any breach by you of the provisions contained herein, and you agree to reimburse the reasonable legal fees and other costs incurred by the Firm in enforcing the provisions of this contract of employment. In addition the Firm will be within its rights to (i) advertise for public knowledge / notice (ii) notify to your prospective employer or iii) regulatory body, any impropriety or breach of confidentiality obligations hereunder as a result of your actions, at its absolute discretion.

f. Upon termination of your employment or otherwise upon the Firm's request, you will immediately return and surrender to the Firm , all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies, discs, any knowledge databases entrusted to you, and any other data, information or material containing or reflecting Confidential Information in the course of your employment and shall not retain any copy thereof in any form whatsoever. If the Firm requests, you shall also confirm in writing to the Firm that you have complied with this clause. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

g. Your duty to safeguard and not disclose, share or publish Confidential Information will survive the expiration or termination of this contract of employment and/or your employment with the Firm.

9. INTELLECTUAL PROPERTY:

In consideration of this Contract of employment and of the salary agreed to be paid in consideration hereof, you agree:

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a. The Firm shall own (as its exclusive property, free from any obligations towards you) all intellectual property developed or conceived by you solely or jointly with others during the period of your employment, (1) that are along the lines of the businesses, work or investigations of the Firm to which your employment relates or as to which you may receive information due to your employment, or (2) that result from or are suggested by any work which you may do for the Firm or (3) that are otherwise made through the use of Firm's time, facilities or materials;
b. Not to disclose or utilize in your work with the Firm , any confidential information of others (including any prior employers) or any inventions or innovations of otherwise without express permission; and
c. To execute all necessary papers and otherwise provide proper assistance (at the Firm's expense), during and subsequent to your employment, to enable the Firm to obtain for itself or its nominees all patents, copyrights, or other legal protection for such intellectual property in any and all countries.

10. LEAVE:

You will be entitled to a total leave of 30 days for each completed year of service, in accordance with the leave rules of the Firm. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

11. PROVIDENT FUND AND GRATUITY PLANS:

You will participate in the Firm's Provident Fund, and Gratuity Plans as may be applicable in the Firm as per the Payment of Gratuity Act, 1972.

12. RETIREMENT:

As per the Firm' extant policy, retirement age of the employee is 60 years. The Firm reserves the right to alter the policy from time to time and the policy in effect for the time being shall be applicable to you.

13. NOTICE PERIOD; TERMINATION:

a. During the probation or extended probation period, either the Firm or you may terminate your contract of employment by giving one month's written notice or one month's salary which is based on annual fixed compensation, in lieu of notice, to the other party, subject to the release date being approved by the Firm. The Firm reserves the right to terminate your employment by giving you compensation equivalent to one month's salary which is based on annual fixed compensation, in lieu of the notice period.
b. After confirmation of your service at the Firm, the contract of employment is terminable by either the Firm or by you, by giving two months' notice in writing to the other, without assigning any reasons thereof. The Firm reserves the right to pay or recover from you, two month's salary which is based on annual fixed compensation, in lieu of the notice period, subject to the release date being approved by the Firm.
c. If termination is initiated by you, the Firm may, at its discretion, relieve you from a date it may deem fit, at any time before expiration of the notice period. The Firm will agree to the release date and salary payment in lieu of notice period. During the notice period, however, you shall cooperate with the Firm in ensuring smooth and proper hand-over of your responsibilities, failing which the Firm shall be authorized to withhold/forfeit your dues.
d. The Firm may also terminate/suspend your services at its discretion at any time without giving any notice or amount in lieu of notice immediately if it has been alleged and prima facie established through preliminary internal enquiry that you have committed (i) any heinous criminal act or any offense involving moral turpitude (the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general

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such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Firm's policy and local laws) or (iii) other act that threatens or likely to damage Firm's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Firm's policies.

e. The Firm also expects that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your employment with the Firm , as applicable, based on which the Firm may terminate/suspend your services at its discretion at any time immediately upon written notice to you.

14. PAST RECORD:

If any information or declaration given by you to the Firm proves to be false or if you are found to have willfully suppressed any material information, including but not limited to any information about your educational qualification, professional certification, you will be liable to be discharged from the services of the Firm, without any notice or salary.

15. RULES AND REGULATIONS:

You shall abide by the Rules and Regulations of the Firm in effect from time to time or as the Firm may communicate from time to time.

16. DUAL EMPLOYMENT:

You will be in the exclusive employment of the Firm. During your employment with the Firm, you will devote your whole time, attention and skill to your ability for its business and you shall not, except with the written permission of the Firm, engage directly or indirectly in any other business, profession, occupation or other commercial activity, whether as a principal, agent, contractor, consultant or otherwise, whether full-time or part-time.

17. PERSONAL DATA:

During the course of your employment with the Firm, you may provide the Firm with confidential data or information that can be linked to you personally, or otherwise personally identifies you, including without limitation your financial information, emails, addresses, telephone numbers, shareholdings, physical, physiological and mental health information, and medical records and history (your "Personal Data"). You acknowledge that the Firm may collect, use, transfer, store or otherwise process ("Process") such Personal Data as required per the Firm's policies, to facilitate the conduct of the Firm's business, to conduct background checks, check conflicts or maintain independence, finance and accounting purposes or for quality and risk management purposes. The Firm will Process your Personal Data in accordance with applicable law and professional obligations and shall ensure that any service provider who Processes Personal Data on our behalf adheres to such requirements.

You hereby consent to the processing of your Personal Data in the manner described above, whether by the Firm or any service provider on the Firm's behalf.

18. EMPLOYMENT VERIFICATION :

Your qualifications and employment will be subject to a background check, which will be conducted by such agency/firm/establishment, whose services are contracted by the Firm, from time to time. The verification will include authentication of any factual or historical information provided by you, related to past and present data such as reference details, previous employment details, educational credentials and criminal records, etc. You are required to give your consent, by signing the background verification declaration in such a manner as may

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be required by the Firm. In the event that you fail to submit the documents sought by the Firm within the stipulated timeline or if any information provided by you to the Firm proves to be false or if you are found to have willfully withheld any information, the Firm reserves the right to revoke and/ or terminate this contract of employment, without any notice or compensation.

19. SUBMISSION OF DOCUMENTS:

You will be expected to mandatorily submit relevant documents as stated in Annexure A at the time or prior to joining the Firm. The list of relevant documents will be intimated to you. In the event that you do not submit the relevant documents within the stipulated time period, the Firm reserves the right to revoke and/ or terminate this contract of employment without any notice or compensation.

20. MISCELLANEOUS:

a. The following annexures form an integral part of this agreement.
   a) Annexure A - List of documents to be submitted
   b) Annexure B - Illustrative compensation break-up
b. Previous employment: You represent and warrant to the Firm that you are under no contractual, fiduciary, professional or other obligation or commitment that prevents you from entering into this contract of employment, or is otherwise inconsistent with your obligations under this contract of employment. If you were previously employed with another organisation, you represent and warrant to us that you have returned all property and confidential information belonging to any prior employer/organization and do not have any outstanding issues/unfulfilled employment obligation pending with your previous employer/organization having legal ramifications/consequences for you or for the Firm.
c. Additional Documents: In addition you may also be required to execute additional documents, declarations and/or deeds as (i) per the Firm's policy as may apply to your/your nature of services as well as (ii) per any requirement of law of the jurisdiction were you might be required to work as a part of your employment with us, depending upon your job requirements and/or (iii) per the requirement of any professional, industry or other regulatory body and/or (iv) to meet any specific client/customer/user request and/or (v) per the Firm's exclusive discretion.
d. Supersedes previous contract of employment: This contract of employment supersedes and replaces any existing agreement between the Firm and you relating generally to the same subject matter. It may not be modified or terminated, in whole or part, except in writing signed by an authorized representative of the Firm. This contract of employment shall include all written deeds, documents, declarations, bonds and undertakings signed by you pursuant to and arising out of this document. Discharge of your undertakings in this contract of employment shall be an obligation of your executors, administrators, or other legal representatives or assigns.
e. Severability: If any provision contained in this contract of employment is held to be invalid or unenforceable under applicable law, the remaining provisions of this contract of employment shall be construed as if such provision did not exist, and the unenforceability or invalidity of such provision shall not be held to render any other provision of this contract of employment unenforceable or invalid.
f. Privity of Contract: The terms of this contract of employment may only be enforced by a party to this contract of employment.
g. Governing law and dispute resolution: This contract of employment, including all matters relating to its validity, construction, performance and enforcement, shall be governed by and construed in accordance with Indian law. In case of any dispute in relation to this contract of employment the decision of the management of the Firm shall be final and binding.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this contract of employment and submitting the same to us for the Firm's records.

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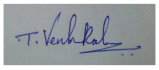
Thanking you.

Yours faithfully,
for **EY Global Delivery Services India LLP**

Signed By: Rahul Dasgupta
Reason: Offer Letter
Location: Bangalore
Date:10/13/2022 20:18:17

Authorized Signatory

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

Signed:  Date: 10/13/2022

Name: Tanneru Venkat Rahul

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Annexure A

Dear **Tanneru,**

Please refer to the discussion that you had with us. Please note that you have to submit the following documents on the date of joining (it is mandatory to carry all documents & information listed below).

SN	Documents to be submitted on the Date of Joining	Tick Y/N
1	4 passport size photographs in formals with a white background	
2	Three printed copies of the following documents: • Your Pan Card – Mandatory • Aadhaar Card – Mandatory • Your passport, voters ID, ration card, driving license or ESIC card	
3	Single printed copies of all semester and year mark sheets, degree and provisional certificates for: ▸Graduation/Post-graduation Note: If you are awaiting results, please submit all previous semester mark sheets, along with a copy of your last semester results	
4	Professional qualification certificates* *For CA qualified – Please carry your articleship completion certificate and membership certificate, along with mark sheets	
5	For Enrolled Agent/CPA qualified/ ATT Certification - Please carry your completion certificate along with the license/certification number details	
6	Experience certificate or relieving letter from last 2 employers as applicable. Your resignation acceptance letter will also be accepted by us. However, the relieving letter should be submitted to us within 30 days of joining.	
7	PF declaration form	
8	Bank details - Account number along with the IFSC code	
9	Last drawn payslip from your previous employer	
10	Your blood group	
11	Name, address (preferably residence address) and telephone number of two references, excluding relatives. If you have prior work experience, one reference has to be from the last organization or employer.	

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Annexure B

Name	**Tanneru Venkat Rahul**	**DOJ**	**17 October, 2022**
Designation	**Tax Analyst**	**Service Line**	**TAX**
Rank	**44**		

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	12,167	1,46,000
House Rent Allowance (HRA)	6,083	73,000
Other allowance including flexible components 1	6,547	78,560
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Employer's Provident Fund (PF) contribution	1,800	21,600
Fixed compensation	**30,417**	**3,65,000**

Benefits (Estimated value)		
Insurance premium 3 (Group Medical + Group Personal Accident + Group Term Life)		23,983
Gratuity 4		7,023
Total of Benefits		**31,006**

Notes:

You will be eligible to participate in the GDS Variable Pay Bonus (VPB) Program, with a VPB percentage target of 5% at your rank. This target is indicative and the actual pay-out, each year, will vary based on the GDS, Service Line/Service Function and individual performance. Payment under any VPB program is subject to you being employed with the Firm as on the date of pay-out. Employees who join the Firm during the year, will be eligible for a pro-rated VPB amount, subject to meeting the guidelines of the Program. The amount is subject to income tax deduction, as per rules prescribed under the tax laws.

All the above components and benefits are as per the Firm's policies and are subject to change from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for a detailed breakup of your salary structure.

[1] You will also be allowed to determine your flexible components that form a part of your fixed compensation. These will be defined as per policy of the Firm which may be modified from time to time. Please refer to the payroll database (http://gssconnect.ey.net/payroll/index.htm) for applicable flexible components.

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Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 4,00,000	Floater cover for self and five dependents which includes spouse/same sex partner, children and parents/parent-in-law. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal. There will be an employee contribution towards the premium. In addition to the existing INR 4,00,000 cover, employees can opt for an additional sum insured (custom-made 'top-up' health insurance benefit) at a reasonable cost to cover themselves and their dependents.
Group Personal Accident Insurance	INR 10,00,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.
Group Term Life insurance	INR 10,95,000	For self, as per policy, is being paid/incurred by the Firm on your behalf. The premium stated above is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal of insurance policy.

[4] Gratuity will be paid as per provisions under the prevailing regulations.

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Ref No: 23523307
24-Nov-2022

Thumma Anish Reddy

Dear **Thumma Anish**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 180,003**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **25-Nov-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: Anudeep

Date: 24th November, 2022.

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Compensation and Benefits

Name: Thumma Anish Reddy **Designation:** Process Executive - Data

Sl. No.	Description	Monthly	Yearly
1	Basic	6500	78,000
2	HRA*	2600	31,200
3	Company's contribution of PF #	1114.285714	13,371
4	Advance Statutory Bonus***	2000	24,000
5	Special Allowance*	2412	28,944
6	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	374	4,488
	Annual Gross Compensation		**180,003**
	Annual Total Compensation		**180,003**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**199,503**

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

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 24-Nov-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

Thumma Anish Reddy, 21 (Age) ,residing at 1-5-198/1,131, Old Alwal, Secunderabad

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_____(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.

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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.

cognizant

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 **Thumma Anish Reddy**

Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date:** 24th November, 2022

Building a better working world

03 June, 2022

Mr **POGAKU NARESH NAIDU**
PL NO. 107 PEERANCHERU,
GRAM PANCHAYAT,
HYDERABAD,
TELANGANA - 500086

Contact No: 7337311621
Email: nareshnaidu7331@gmail.com

Dear **POGAKU,**

Subject: Appointment in the position of
Analyst 1

With reference to your application and the subsequent interview you had with us, we are pleased to confirm your appointment for the above said position in **"EY Global Delivery Services India LLP"** (the "Firm") subject to the following terms and conditions:

Please note that this offer letter and your employment with the Firm will only be effective upon your successful completion of the educational qualification set by the Firm for this role ("Educational Qualification"). The Educational Qualification shall be commensurate to or above of the program/course which you are enrolled into, currently with the university. You are required to meet the Educational Qualification and any other condition/s as may be prescribed during the campus placement program by the Firm on or before September 2022
In the event, you have failed to meet the aforesaid prerequisites and obtain the required Educational Qualification on or before September 2022 this offer letter or your employment with the Firm will be terminated with immediate effect, at the sole discretion of the Firm.

1. POSITION:

You will be appointed in the position of **Analyst 1** in BC_IN_GDS_NFS_IA_SOX in the Firm. Your Rank will be **44**. While serving the Firm in this position, you will report to, and receive direction from the reporting manager or as may be communicated to you from time to time. As agreed, you shall join the services of the Firm at **Hyderabad** office.

2. DUTIES AND CODE OF CONDUCT:

a. You shall at all times carry out such duties and responsibilities as may be assigned to you by the Firm and shall faithfully and diligently perform these in compliance with established policies and procedures, endeavouring to the best of your ability to protect and promote the interests of the Firm.
b. You will be bound by the Firm's Code of Conduct and all other rules, regulations, policies and orders issued by the Firm from time to time in relation to your conduct, discipline and service conditions such as leave, medical, retirement, IT policies, etc. as if these conduct rules, regulations, policies et al, were part of this contract of employment.
c. Without prejudice to the generality of the foregoing, you shall at all times comply with the Firm's policies and procedures (as may be intimated from time to time on the Firm's internal home page or through Firm newsletters and webcasts or other written means), including but not limited to matters

This file is signed using Digital Signature.

SOUTH INDIAN Bank
Experience Next Generation Banking

HUMAN RESOURCES DEPARTMENT

HRD: TAT: TRG: 937: 2022-23 DATE: 01.08.2022

MR. V V NARASINGA SAI ADITYA
ANNAPOORNA NILAYAM
18,38, M.E.S. COLONY, VENKATAPURAM
-
TELANGANA 500015

Dear Mr.V V Narasinga Sai Aditya,

Offer for Appointment in the Bank as Probationary Clerk

In continuation to the Online Test and Personal Interview conducted for the Campus Recruitment of Probationary Clerk for Hyderabad Region, we are glad to offer you appointment in the Bank as Probationary Clerk.

You are advised to report at the below mentioned Office for the **completion of the joining formalities on 08.08.2022**:

THE SOUTH INDIAN BANK LTD.
STAFF TRAINING COLLEGE
DOOR NO.157/6, 1ST FLOOR, CHAI COMPLEX, 157/6, STAFF ROAD, GUNROCK ENCLAVE, SIKH VILLAGE, DIAMOND POINT, MANOVIKAS NAGAR P.O., SECUNDERABAD - 500 009

Further, your initial place of posting will be:

THE SOUTH INDIAN BANK LTD.
BRANCH: ALWAL (0581)
H.NO.6-44/90, PLOT NO. 29A
SY NO.205 & 206, TEMPLE ALWAL, BHARTHI NAGAR
VALLABHNAGAR, ALWAL P.O., SECUNDERABAD
TELANGANA-500010
EMAIL: br0581@sib.co.in
PH: 040-27970067

Initially you will be on probation for a period of six months. On successful completion of probation, you will be confirmed in the service of the Bank as Clerk. In case the Bank finds your services unsatisfactory, it reserves the right to extend your probation/ terminate your service at its sole discretion.

Details of remuneration, perquisites payable to you on probation and other terms and conditions of employment are attached herewith.

We hope this will be the beginning of a long and rewarding career with us.

Yours sincerely,



(Anto George T.)
Senior General Manager (HR & Admin)

Encl: Remuneration, Perquisites and other Terms & Conditions

REMUNERATION, PERQUISITES AND OTHER TERMS & CONDITIONS

Pay Scale (as per IBA)

17900 - 1000/3 – 20900 - 1230/3 – 24590 - 1490/4 – 30550 - 1730/7 – 42660 - 3270/1 – 45930 - 1990/1 – 47920

Monthly Salary (as per IBA)

Basic Pay	:	Rs.19,900/-
Special Allowance	:	16.4% of Basic Pay
Dearness Allowance (Quarterly varying)	:	33.04 % of Basic Pay, Special Allowance, Special Pay and Travel Allowance.
Special Pay	:	Rs. 1,250/-
Transport Allowance	:	Rs. 600/-

Monthly Allowance

Canteen Allowance	:	Rs.300/-
Newspaper Allowance	:	Rs.350/-
Conveyance	:	Rs.1400/-
House Rent Allowance	:	10.25% of Basic Pay + Special Pay

Half - Yearly Allowance

Closing Allowance	:	Rs.550/-

Yearly Allowance

Medical Aid	:	Rs.2,355/-

Other Benefits

a) On confirmation, will be eligible for all allowances and benefits applicable to Clerical cadre which are in existence or may be introduced in the Bank from time to time.

b) Will be eligible for Performance Linked Incentive Scheme (PLIS) as applicable to Clerical cadre.

c) Will be eligible for Free Personal Accident Insurance benefits up to ₹30,00,000/- and Medical Insurance up to ₹3,00,000/- per annum.

d) You will also be governed by the "Defined Contributory Pension Scheme" in terms of the Bipartite settlement and amendments thereon from time to time. The said Pension Scheme will be as per the provisions of the New Pension System under Pension Fund Regulatory and Development Authority. 10% of (Basic Pay + D.A thereon) will be deducted monthly from the salary towards the Pension Fund. 14% of (B.P. + D.A. thereon) will be contributed by the Bank.

e) You are eligible for Gratuity as per the provisions of The Payments of Gratuity Act after rendering five years of continuous service in the Bank.

Other Terms and Conditions

a) You should be possessing the stipulated qualification/criteria for the selection process as cited below as on **31.03.2022**:

Under Graduates	• Age: Not more than 22 years as on 31.03.2022. (i.e. born on or after 01.04.2000). • 60% marks in X/SSLC, XII/HSC under regular course. • Graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.
Post Graduates	• Age: Not more than 24 years as on 31.03.2022. (i.e. born on or after 01.04.1998). • 60% marks in X/SSLC, XII/HSC and Graduation under regular course. • Post-graduation in Arts/ Science/ Commerce Stream under regular course with 60% marks in first attempt.

b) Also be informed that original certificates and mark sheets which are yet to be received from the university has to be submitted **on or before 31.10.2022** failing which your appointment is liable to be terminated.

c) It shall be distinctly understood that this offer for appointment is subject to your meeting the stipulated qualification/ criteria cited above, submission of original documents/ credentials, medical fitness, police verification and satisfactory background verification. The original Educational Marklists & Certificates of Graduation and Post Graduation (as applicable) will be returned to you normally on your completion of 3 years of active service in the Bank.

d) You have to execute an agreement to the effect that you will serve the Bank for a minimum continuous period of 3 (three) years' active service from the date of your joining the bank. In case you leave the service of the Bank before the expiry of the said period, a sum of ₹75,000/- (Rupees Seventy Five Thousand only) will have to be paid towards expenses incurred by the bank for recruitment, imparting training (both in house and external training including on the job training), compensation/ liquidated damages on account of loss of opportunity for the Bank from deriving anticipated benefits out of the recruitment process, etc.

e) You shall not leave or discontinue your service in the Bank without first giving a Notice in writing of your intention to leave or discontinue the service or resign. The period of notice required shall be 3 months of continuous service without leave and the same shall be submitted to the Competent Authority.

f) You shall comply with all the rules and regulations in force from time to time in the Bank as applicable to other employees of the Bank and shall carry out all the other lawful orders/ instructions/ directions of the Bank as are given to you in connection with the day-to-day discharge of your duties and other assignments assigned/ delegated by the Bank from time to time, while in service of the Bank.

g) All non-public/ price sensitive information obtained/ accessed/ reviewed during your service should be kept as confidential and should not be released/ disclosed either during your service or following cessation (by whatever means) to third parties without prior clearance from the Bank.

h) The Bank shall be entitled to terminate your service without notice, indemnities and compensation in any of the following events:

- ✓ If you are in the opinion of the Bank, guilty of dishonesty, misconduct or negligence in the performance of your duties.
- ✓ If you have been found to have committed a serious breach or continual material breach of any of your duties or obligations; made any illegal monetary benefits in cash or in kind out of any of the Bank's affairs.

i) All information pertaining to your remuneration is to be kept as confidential and should not be disclosed for any reason, other than as required for appropriate financial reporting purposes.

j) Bank at its discretion will carry out the background checks as per the policy of the bank.

k) If it is later found that, you have made concealment of facts/reported false details in the Personal Statement form/ any other document/ certificate, you will be liable for termination from service without further notice. The medical reports/ fitness certificates submitted by you are liable to be re-examined or scrutinised by the Bank's Doctor at Bank's discretion and your appointment in the Bank is subject to your medical fitness for employment in the Bank as assessed by the Bank's Doctor. You will be required to undergo medical examination by the Doctor of Bank's choice, in case the doctor insists for a detailed medical examination, after analysing the medical reports submitted by you. Also please note that if any information already submitted by you is found to be false or untrue or if any material information is suppressed, your service is liable to be terminated.

I hereby accept the terms and conditions of offer for appointment.

Signature :

Place :

Date :

Tech Resources INC

Dear A.Vihar Reddy,

We are all really excited to welcome you to join our team! Your date of joining is Tuesday, "September 13th 2022"

At "SP Tech Resource Inc", we care about giving our employees everything they need to perform their best. As you will soon see, we have prepared your workstation with all the necessary equipment. Our team will help you set up your computer, and online accounts on your first day.

We've planned your first days to help you settle in properly. For your first week, we guide you to give you a better understanding of our company and operations.

We only hire people we believe will make a difference here, and we're counting you among that number. Hope you will stand by it. I wish you all the very best.

Sincerely,



Signature,

Rajender chavva,

HR Manager.

525 Round Rock West Dr, # A185, Round Rock, TX-78681, Phone: +1 512-708-0248, E-mail: hr@sptecinc.com

Scanned by TapScanner

September 21, 2022

Chinthagudam Jahnavi
1−3−14/2, Old Alwal, Bheem Rao Nagar Colony
Hyderabad Telangana
500010

Dear Chinthagudam Jahnavi,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Claims Representative Associate** at **salary grade 22.** Your work location shall be at Company's office located at **Gachibowli, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **October 3, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Gachibowli, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Claims Representative Associate** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.220,000.00**, **(Rupees Two Lakhs Twenty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.282,970.00**, **(Rupees Two Lakhs Eighty Two Thousand Nine Hundred Seventy Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

BONUS

You shall be eligible for bonus as per the Company's bonus policy.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

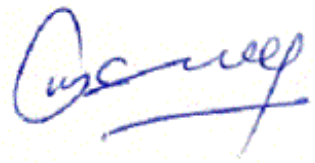
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

Chinthagudam Jahnavi, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
Chinthagudam Jahnavi

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 30 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



APPOINTMENT LETTER

2 September, 2022

Dear **Roopa Yadav,**

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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: Roopa Yadav

Signed by Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

ANNEXURE I

Name	**Roopa Yadav**
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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

ANNEXURE III

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT 2000

I **Roopa Yadav**, 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: Roopa Yadav

Signature: E-Signature Signature

Signed by Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

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 **Roopa Yadav**, 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: Roopa Yadav

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 Roopa Yadav | dasariroopa2@gmail.com | 02-09-2022 06:58:25 PM IST | 49.205.120.233

Offer Letter - MediaMint(Jothsana Maria Chacko)

Inbox

MediaMint Hiring Jan 28

to me

Hi Jothsana,

Congratulations!!

We are pleased to offer you employment with MediaMint for the position of **Trainee - T1**.

Based on the comprehensive feedback received from our interview panel comprising senior executives of the company,

we are excited to extend an offer for the internship of 3 months with a Stipend of amount **INR.15,000** per month with a joining date as **01st March 2022.**

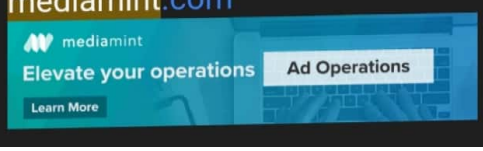
Post internship depending on your performance we would extend full-time employment with the FINAL compensation break-up as attached.

Please reply to this email, with your acceptance and the confirmed date of joining, latest by EOD tomorrow.

We look forward to having you as a part of the MediaMint family.

Thanks,

Sai Gowtham
Talent Acquisition
Hiring@mediamint.com
mediamint.com



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PRIVATE AND CONFIDENTIAL

Reference No. - 1384210309
Applicant ID - 5140825

19-Apr-2022

Killi navya

Dear Killi,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210309
Applicant ID - 5140825
19-Apr-2022

Killi navya

Dear Killi,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 02-May-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Reference No. - 1384210309
Killi navya

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

Reference No. - 1384210309
Killi navya

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

    - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

        a) Any breach of the conditions mentioned in this letter on your part

        b) Any incorrect information furnished by you like:

            - Mismatch in your previous employment data even for a day
            - Mismatch in your previous pay slip
            - Fake qualification certificates etc; and

        c) Suppression of any material information by you.

        d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

Reference No. - 1384210309
Killi navya

- **General:**

  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

Reference No. - 1384210309
Killi navya

Annexure:

Remuneration:

- Your Base Salary will be Rs. 76,200/- (Rupees Seventy Six Thousand Two Hundred only) per annum.

- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 87,900/- (Rupees Eighty Seven Thousand Nine Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.

- You will be eligible for HRA of Rs. 38,100/- (Rupees Thirty Eight Thousand One Hundred only) per annum.

- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 11,430/- (Rupees Eleven Thousand Four Hundred Thirty only) per annum.

Reference No. - 1384210309
Killi navya

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.

- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.

- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under “Employee Benefit Policies” available on the Bank’s intranet which will be accessible upon joining the Bank.

Signature of Applicant

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password**.**

Following documents (Photocopies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XIIth/ Graduation/ Post graduation)
2) Work Experience Document
    a. Resignation accepted letter from current organisation
    b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

ICICI Bank

Remuneration Details

Name : Killi navya

Position: **S1**

Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	6,350	76,200
HRA	3,175	38,100
Supplementary Allowance *	7,325	87,900
Superannuation Allowance **	953	11,430
Total	**17,803**	**2,13,630**
Retirals		
Retirals (PF, Gratuity) ***	2,170	26,040
Total CTC	**19,973**	**2,39,670**
Performance Linked Retention Pay #	1,500	18,000
Total (incl PLRP)	**21,473**	**2,57,670**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 19-Apr-2022

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ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210319
Applicant ID - 5140822

25-Mar-2022

Kumari Ananya

Dear Kumari,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank

Remuneration Details

Name : Kumari Ananya

Position: **S1**

Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	6,350	76,200
HRA	3,175	38,100
Supplementary Allowance *	7,325	87,900
Superannuation Allowance **	953	11,430
Total	**17,803**	**2,13,630**
Retirals		
Retirals (PF, Gratuity) ***	2,170	26,040
Total CTC	**19,973**	**2,39,670**
Performance Linked Retention Pay #	1,500	18,000
Total (incl PLRP)	**21,473**	**2,57,670**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 25-Mar-2022

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

24 August, 2022

Ms. K Vaishnavi Devi
#HNO 3-2-63-1, Balreddy Complex,
Bandham Bavi, Medchal,
Alwal 500010.

Dear K Vaishnavi,

Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 05 September, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

K Vaishnavi
Associate Signature: _____

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ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : K Vaishnavi Devi

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

		0%	100%	175%
Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

K Vaishnavi

Associate Signature: _____

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Always Designing for People™

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

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.

K Vaishnavi

Associate Signature: _____

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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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, criminal screening, educational and employment verification, and reference checks. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

K Vaishnavi

Associate Signature: _____

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Hi Nikitha,

Congratulations!!

We are pleased to offer you employment with MediaMint for the position of **Trainee - T1**.

Based on the comprehensive feedback received from our interview panel comprising senior executives of the company,

we are excited to extend an offer for the internship of 3 months with a Stipend of amount **INR.15,000** per month with a joining date as **01st March 2022.**

Post internship depending on your performance we would extend full-time employment with the FINAL compensation break-up as attached.

Please reply to this email, with your acceptance and the confirmed date of joining, latest by EOD tomorrow.

We look forward to having you as a part of the MediaMint family.

Thanks,

Sai Gowtham
Talent Acquisition
Hiring@mediamint.com
mediamint.com



DocuSign Envelope ID: B2B71D79-7097-4011-B3F4-41D192A828B3

Deloitte Tax Services India Private Limited
Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India

Tel: +91 040 67621000
www.deloitte.com

Aug 23, 2022

Mr. Abhishek Kumar Sharma
24-196, Arundati Nagar, Near CRPF Campus, Jawahar Nagar, Hakimpet,
Hyderabad, 500087
India

Subject: Offer of Employment

Dear Abhishek Kumar Sharma:

On behalf of **Deloitte Tax Services India Private Limited** (the ''Employer'' or ''Company''), I am pleased to confirm our offer of employment to you as **Tax Consultant IAA** 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 **September 19, 2022**.

Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer. During your employment, the Company may require you to work on any project that you are assigned to, on any technical platforms/skills and nature of the project, in differentiated work timing, at designated work space and location as may be decided by the company.

As part of your annual compensation, you will receive a Total Salary of **Rs./₹ 325,008/ -** 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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which 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") requires 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 **September 19, 2022**, or an alternative mutually agreed upon date.

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 India (Offices of the US) 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 Tax 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.

Abhishek Kumar, 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 Tax Services India Private Limited
Best regards,

By: DocuSigned by: Chandra Shekar Heggannur Shivaramu 7284E77297BF40A...
Signature

Authorized Signatory

Acceptance

I, **Abhishek Kumar** , hereby accept the terms and conditions of this employment offer.

Please sign and date your Acceptance

_____ _____
Signature Date

DocuSign Envelope ID: B2B71D79-7097-4011-B3F4-41D192A828B3

Annexure A

Mr. Abhishek Kumar Sharma **Tax Consultant IAA -**

Description	**Monthly** (Rs. per month)	**Annual** (Rs. per Annum)
Basic Pay	**9,500**	**114,000**
House Rent Allowance (HRA)	**4,750**	**57,000**
Special Allowance[1a & 1b]	**4,805**	**57,660**
Leave Travel Allowance[2]	**950**	**11,400**
Differential Allowance	**3,079**	**36,948**
Meal Card[3]	**2,200**	**26,400**
Employer's contribution to PF	**1,800**	**21,600**
Total Salary (in Rs.)	**27,084**	**325,008**
Variable Bonus*	You are eligible for a performance linked variable bonus. It will be paid out at the end of the fiscal year, as applicable and on the basis of your individual performance and performance of the business	
Medical Insurance Premium[4]	**3,014**	**36,167**

*The Variable Bonus will vary, primarily based on your individual 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, during the Annual Incentive Program payout cycle for 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 during the Annual Incentive Program payout cycle of that 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 Fuel & Maintenance Expenses as per eligibility mentioned below:

	[1a]*Communication Expenses*	[1b]*Fuel Expenses*
Employee Level - Tax Consultant IAA	*Only one Post paid mobile, one Land Phone and One internet connection bill(s) can be claimed.*	*Petrol / Driver / 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 (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)		
	<= 1600 cc	> 1600 cc	Two Wheelers
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, in cash and/or in kind and/or as reimbursement, which could be referred as rewards, awards and gifts, which are generally accorded to the employees of the Employer, subject to the applicable taxes, policies and practices of the Employer.

By joining the Company, you will become a member under the 'Deloitte USI Employees Welfare Trust' and may be required to make a nominal contribution as a member.

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.

Abhishek Kumar Sharma **Hyderabad**

Annexure B

Non-Disclosure, Non-Solicit and Intellectual Property Rights Assignment Agreement ("Employment Agreement")

In consideration of my employment by **Deloitte Tax Services India Private Limited**, an Employer incorporated under the provisions of the Companies Act, 1956 and having its registered office **Deloitte Tower Survey No. 41 Gachibowli Village, Ranga Reddy District,CIRCLE 3, Hyderabad - 500032, Telangana, India** (the "Employer") as **Tax Consultant IAA -** 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, **Tax Consultant IAA** 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 on **Exhibit C** to this 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* Restrictions 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, during the period of my *Employment* and for a period of one year thereafter, I will not, directly or indirectly, solicit or provide services to any existing client of a *Deloitte Entity* with which I had personal contact and provided services during the two-year period prior to termination of my *Employment*.

13. Exceptions to Post- *Employment* Restrictions 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. Restrictions re: *Personnel* and Contractors. I acknowledge that, because of the nature of my work for a *Deloitte Entity*, my solicitation or hiring or 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

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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, 9, 10, 11, 12, 14, 15 and 16 of this 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, 9, 10, 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 the annual compensation, inclusive of overtima, 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.

22. Liquidated Damages: Compensation. I agree that the precise amount of damages flowing from a breach under Paragraph 15 would be impracticable or extremely difficult to ascertain in an actual amount. Therefore, 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 or owed to 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, Telangana, 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 therefore 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, 7, 8, 9, 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 Tax Services India Private Limited

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OMKAR CHANDRAMOULI KONCHUR

Talent

Authorized Signatory

Effective as of **September 19, 2022**, I accept all the terms and conditions of the Employer as stipulated in this Employment Agreement.

	Abhishek Kumar Sharma
_____	_____
Signature	Name

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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

I understand and agree that the Employer makes no attempt to verify my claim of ownership to any of the *Pre-existing Creations* listed, and makes no admission that any *Pre-existing Creations* listed are owned by me.

[If yes, please enter details below]

	Yes, I do have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*
X	No, I do not have *Pre-existing Creations*, *Pre-existing Agreements or Arrangements*

Title	**Date**	**Brief Description**

_____ _____

Signature Date

Abhishek Kumar Sharma

_____

Name (Print)

ACCEPTED AND AGREED TO:
Deloitte Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: *Authorized Signatory*

Aug 23, 2022

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.

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EXHIBIT C

Proceedings

[none, unless otherwise specified]

Yes, I do have *Proceedings* to report

No, I do not have *Proceedings* to report

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.

_____	Abhishek Kumar Sharma _____	_____
Signature	Name	Date

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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.

Yes, I do have
Post-*Employment* Restrictions
re: Clients

No, I do not have
Post-*Employment* Restrictions
re: Clients

Name of Client	Specified Kind of Services(s) Permitted

ACCEPTED AND AGREED TO:

_____

Deloitte Tax Services India Private Limited



OMKAR CHANDRAMOULI KONCHUR
Talent

Its: Authorized Signatory

Aug 23, 2022
_____
Date

I have read and understood the above policy terms.

_____	Abhishek Kumar Sharma	_____
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.

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Terms and Conditions of Service

In continuation to our offer of employment with **Deloitte Tax Services 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.

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2. 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.

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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

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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.

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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.

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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.

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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.

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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.

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.

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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.
• 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 **September 19, 2022**, I accept all the terms and conditions of the Employer as stipulated in these Terms and Conditions of Service.

_____	Abhishek Kumar Sharma _____
Signature	Name

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Deloitte.

Aug 23, 2022

Mr. Abhishek Kumar Sharma

24-196, Arundati Nagar, Near CRPF Campus, Jawahar Nagar, Hakimpet,

Hyderabad, 500087

India

Training Agreement

Dear Abhishek Kumar:

On behalf of **Deloitte Tax Services India Private Limited**, please accept our congratulations on your recent offer of employment to join the Company as **Tax Consultant IAA** pursuant to the terms and conditions of your offer letter dated **September 19, 2022**. 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,
For **Deloitte Tax Services India Private Limited**

DocuSigned by:
By: Chandra Shekar Heggannur Shivaramu
7284E77297BF40A...
Signature

Authorized Signatory

Ref No: 22143137
15-Aug-2022

Andrew Eric

Dear **Andrew**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **19-Aug-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date**:

Compensation and Benefits

Name:	Andrew Eric	**Designation:**	Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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

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 15-Aug-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

Andrew Eric, ____(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 **Andrew Eric**



Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

27/09/2022

Elasagaram Elasagarampranay (Chintu Pranay)

Shamirpet alwal, Telangana, India

Reg: Offer of employment

Dear **Elasagaram**,

We are pleased to offer you the position of **Associate Claims (IND)** at **Legato Health Technologies LLP** and your work location will **TG-Hyderabad, H-09 Building, Avance Business Hub, Survey No. 30(P) &, Serilingampalli, Ranga Reddy District** . 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 **₹275,000.22 (Two Lakhs Seventy Five Thousand rupees only)** less applicable withholding taxes. The detailed compensation structure is given in Annexure - A.

This offer is contingent upon your acceptance (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 **03/10/2022** 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.

A one-time joining bonus of **₹25,000.00 (Twenty Five Thousand rupees only)** will be paid upon successful completion of your training/nesting period of 6 months.

At the time of reporting for duty, produce certified true copies of all your credentials as asked for.
Your employment with Legato will commence from your effective date of joining i.e **03/10/2022** and subject to completion of all joining formalities. You will be also be required to sign an employment agreement and confidentiality agreement with Legato on the Date of Joining. Until the employment agreement is fully executed by you, no relationship (employment, contractual or otherwise) will exist between the parties.

We look forward to you joining the Legato team!

Annexure – A		
Associate Name:	**Elasagaram Elasagarampranay (Chintu Pranay)**	
Designation:	**Associate Claims (IND)**	
Salary Component	**Amount Per Annum (in INR)**	**Amount Per Month (in INR)**
Basic Salary	₹198,000.00	₹16,500.00
HRA	₹46,800.00	₹3,900.00
Gross Salary	₹244,800.00	₹20,400.00
Employer's contribution to PF	₹23,760.00	₹1,980.00
ESI	₹6,432.00	₹536.00
Total Fixed Pay	₹275,000.00	₹22,916.00
Cost to Company (CTC)	₹275,000.22	₹22,916.00

Note:

- *Legato Health endeavors to protect the health and safety of its employees and officers at all times. In this regard, the company mandates that all its employees are fully vaccinated before they are offered employment with the company. You must hereby declare and provide proof that you have been fully vaccinated as per the requirements of the Government of India. If you have not been fully vaccinated or have not completed at least the first dose of the vaccination process with the second dose planned, you are not eligible to be appointed with the company. Concealment of vaccination status or production of false documentation shall result in immediate termination.*
- *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

Elasagaram Elasagarampranay (Chintu Pranay)
Date: 27/09/2022

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

July 13, 2022

G Abhilash
Hyderabad

Dear Abhilash,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Quality Control Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **July 27, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

synchrony

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel - 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No 2
Survey no. 83/1, Phase - 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana - 500081
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

ANNEXURE II

Name:	**Jestin T Joseph**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
	Other Benefits*		
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
	Total Earning Opportunity Per Annum		
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above)

Employee Signature (Above)

Scanned with CamScanner

WeWork, Vaishnavi Signature,
Marthahalli, Sarjapur Outer
Ring Rd, Bellandur
Bangalore,Karnataka, 560103
support@Codeyoung.com
8186928385

Employment Offer and Employment Agreement

25th May 2022,

Dear K Jasvanth Reddy,

Further to your recent interview, conditional on and subject to no adverse findings arising from any of the employee background verification checks, required to be carried out by the Organization, I am pleased to offer you the following employment with Codeyoung. This offer letter upon written acceptance by you shall be deemed as an Employment Agreement. Your date of joining is **6th June 2022.**

1. **BACKGROUND CHECKS AND REFERENCE CHECKS**

During the term of your employment, you may also be subject to the same/similar / other background verification checks being repeated at such intervals as may be determined solely by the Company. In the event that there are any adverse findings that arise during the course of or as a result of such background verification checks, you may be subject to disciplinary proceedings up to and including but not limited to termination of your employment.
For the purpose of obtaining your present employer's reference, you agree that your written acceptance will constitute your permission to write for reference checks.

2. **Probation/ Training**

You will be on probation for a period of 2 months during which your performance shall be reviewed by the Company. The stipend during the probation is INR 15000/month (Fifteen Thousand per month) In case of unsatisfactory performance your probation may be ended or extended subject to additional conditions. Upon successful completion of probation period by without any extension and by meeting the expected targets you shall be deemed to have been confirmed in the services of the Company unless otherwise communicated to you in writing by Company.

JOB TITLE: Inside Sales Executive

As a term of your employment from time to time you may be required to undertake such other duties as may be commensurate with the business needs in the Company.

3. COMPENSATION

Your remuneration shall be as per Annexure titled "Compensation"

Salary is subject to Income Tax and other statutory deductions and will be paid into a bank account indicated by you.

You will receive a monthly pay statement detailing gross pay and deductions. Any subsequent changes to your salary will be highlighted on that statement.

Periodically your performance will be reviewed. If a performance award (bonus) is applicable, it will usually be paid subject to your performance appraisal, ratings and company performance and other such criteria at payout intervals determined by the Company.

In the event of an Income tax liability or any other tax liability or any statutory char ges arising as a result of your employment with the Company , these will be borne by yourselves and Company shall in no event be liable for payment of these taxes or any other charges of this nature for the period of your employment or after cessation of your employment with Company.

4. SALARY REVISIONS

The Company may undertake periodic review of salaries, and will notify of any amendments, which are to be applied. Such reviews will take due consideration of, amongst other things, inflationary, deflationary, market and other economic pressures impacting the company and the staff.

5. DEDUCTIONS FROM PAY

When your employment ends, if the number of annual leaves you have taken exceed your entitlement, an appropriate deduction will be made from your full and final payout. Any leave balance outstanding in your name may be encashed subject to the Leave encashment Policy applicable. If you are summarily dismissed, or you leave the Company without giving due notice under your contract of employment, your entitlement to holiday pay ends with the date of termination.

Codeyoung

6. HOURS OF WORK

Your usual working hours shall be 10pm to 7am, however in interest of business such hours may be extended. Work days are from Tuesday to Sunday, with Monday being a week off. The timings and work days are subject to change based on the management's decision.

7. ADDITIONAL HOURS

Subject to your role qualifying for overtime under applicable statutory provisions, if occasions arise when you may be required to work additional hours beyond normal hours.

8. PLACE OF WORK AND MOBILITY

Your usual location of work will be **Bangalore**. However, you may be required from time to time to work at or from any office or location of the Company or within different companies affiliated to Codeyoung. A change of your place of residence may be required fromtime to time and you may be transferred from one city to another for business needs of the Company. In case of transfer, your transfer shall be subject to Relocation Policy.

9. RETIREMENT

Normal retirement in the company is at age 58. Your employment will terminate automatically at the end of the month in which your 58th birthday occurs, unless you are otherwise advised by individual notice. You may also be retired earlier if found to be medically unfit or suffer any other incapacity that may impact the effective performance of your services.

10. RULES AND REGULATIONS

Codeyoung, is a business based on integrity and mutual trust. In order to maintain and safeguard the trust and confidence of customers and the public certain ethical principles and standards of conduct have to be maintained.

In addition to any requirement under the Code of Conduct , you are also required as a condition of continued employment to disclose to Codeyoung immediately and without any delay, any instance of you being arrested or charged or convicted of any criminal offence(s) and / or being declared bankrupt during the course of your employment. Failure to disclose such information may result in disciplinary proceedings up to and including but not limited to termination of employment .

Other specific rules and regulations will be notified by the Company from time to time. Policies, Code of Conduct, rules and regulations may be amended from time to time. You are required to keep yourself updated of such changes

11. CONFIDENTIALITY

As a condition of employment, you are required to sign and return the Non-Disclosure Agreement in Annexure that pledges confidentiality on all business matters appertaining to the Codeyoung, its subsidiaries, the company, and its customers. A breach of confidentiality is a material breach and may result in disciplinary proceedings including but not limited to injunction, termination of employment or claims of damages.

12. PROTECTION OF PERSONAL DATA

The Codeyoungadopts industry-standard software for maintenance of employee and customer data and Personal data of employees and customer data. Such data may be processed for human resources administration purposes, including payroll administration, career development, performance and health and safety administration and such business and operational needs. In order to process your personal data, the Company needs your consent. A format of such consent is enclosed with this letter. We request you to read and confirm your consent and return the Consent to us. Access to information systems and your personal data will be protected in accordance with our standard practices.

13. USE OF SOFTWARE AND SYSTEMS ACCESS

You are required to follow policies, rules and procedures laid down by the Company in this letter and those subsequently notified by the Company

14.DATA PROTECTION

Under the Company's policies, you have a responsibility to ensure that all personal data, confidential information you process or possess,is kept protected . Unauthorized disclosure of personal data of any one, yourself, your colleagues, vendors or customers is a material breach and may result in disciplinary action including but not limited to termination of employment and other actions as may be necessary under the applicable laws governing data protection. Therefore, you must ensure that you do the following in addition to all other guidance regarding data protection you may receive from the Company from time to time:

- Do not disclose personal data without authority

- Do not access information or systems not directly relevant to each task
- Do not treat personal data carelessly
- lock all printouts away when not in use
- Do not disclose your computer password to any unauthorized person.

Under the Company's policies, it is important that the Company's internal, restricted or highly restricted personal records are maintained as accurately as possible. Hence, you must notify the Company in writing of any change in your personal circumstances, such as your address, marital status, birth of children, attainment of professional qualifications, and so forth.

15. TERMINATION OF YOUR EMPLOYMENT BY THE COMPANY

Post confirmation, except where your employment is terminated on the grounds of misconduct, breach of employment terms or policies, breach of laws, you are entitled to a prior notice of termination of **1 month** from the Company, or pay in lieu of notice period.

In the event of misconduct, breach of policies, Code of Conduct, involvement in any criminal activity of sexual harassment incident or similar such reasons, the notice period of one month shall not apply and services may require to be terminated at shorter notice.

Notice of Termination may be handed to you personally, by email or sent to your last recorded address. The Company reserves the right to ask that you no longer work at your office location for the duration of your notice period in case circumstances so require.

16. TERMINATION OF EMPLOYMENT BY YOU

During probation, you are required to give the company at least one calendar months' notice in writing. Post confirmation, you are required to give the company a minimum of **2 months**' notice in writing. Where notice period as per terms of employment is not served, pay in lieu of notice period would be reduced from the final settlement dues to the employee. Upon immediate termination of employment by you, you will have to compensate by paying up to an amount equal to 2 month's salary to the Company in lieu of the notice period.

17. A RETURN OF ASSETS UPON END OF YOUR ENGAGEMENT

You shall immediately return all computers, software, access cards, work deliverables, completed or work in progress and any other Codeyoung provided property upon your end of employment. You shall not make any copies of work products or software or retain any

of Codeyoung assets in your possession after your employment with Codeyoung comes to an end. You understand that a breach of this obligation entitles Codeyoung to take civil and criminal actions as applicable for recovery of its assets.

18. INTELLECTUAL PROPERTY RIGHTS IN DELIVERABLES

In consideration of your employment, you agree and hereby assign all intellectual property rights copyrights, patents, trademarks, design rights or any other proprietary right and moral rights assignable to Codeyoung in all deliverables you create in the course of your employment including but not limited to software codes, reports, algorithms, analysis etc. You shall not retain any copies of the same in your personal computer or mail systems. You understand that intellectual property is a vital asset for Codeyoung and any wrongful disclosure or handling of the same shall result in irreparable loss and injury to Codeyoung and allow Codeyoung to prosecute a legal action, claim damages or injunctions. You shall not use third party's proprietary material or their intellectual property without appropriate authorisations and licenses to produce your work deliverables for Codeyoung.

19. INDEMNIFICATIONS

You understand that breaching actions of yours such as breach of confidentiality, breach of applicable laws, breach of data protection obligations, breach of intellectual property rights may cause Codeyoung financial, reputational or goodwill loss, hence you shall at all times indemnify Codeyoung, its directors, third parties and employees from and against any c laims, losses or damages arising from your breaches or unlawful activities.

20. NON -SOLICITATION

You shall not directly or indirectly induce, influence, coerce, solicit away any of Codeyoun g'scustomers or employees. This restriction applies during your tenure with Codeyoung and for aduration of two years after termination of your engagement with Codeyoung, regard less of the reason for termination of your engagement with Codeyoung.

21. AMENDMENTS

The Company reserves the right to amend the terms and conditions related to employment, the policies, the rules and regulations applicable to employees. Such changes would be communicated through an internal communication to the employees at large. Such changes

shall be deemed to be part of your employment conditions. All enclosures herewith are deemed part of your employment agreement with the Company.

22. EXCLUSIVE JURISDICTION

Your employment and conditions of employment are exclusively governed by the laws of India and the courts of Bangalore shall have the exclusive jurisdiction on any dispute arising on matters related to your employment.

23. SEVERABILITY

If any part of this agreement is held invalid, void or unenforceable, the remainder of the terms shall continue to be fully enforceable minus the portion which is not enforceable.

Codeyoung

CONFIRMATION OF ACCEPTANCE

We request you to complete and return the copy of this letter as a token of written acceptance of this offer. If we do not receive a written acceptance as above from you within 3 days from the date of this letter, we shall assume that you do not wish to take up this offer of employment and our offer will lapse automatically . We sincerely hope that you will accept this appointment and look forward to having you onboard.

Yours sincerely,

Shailendra Dhakad

Director

Codeyoung

Codeyoung

HR 2.01 F5 -- Acceptance of Software and Systems usage.

To

Codeyoung

("Thecompany")

The Company forbids the use of unauthorized software on any company equipment or the use of authorized software on any personal or non-company issued equipment. The Company forbids unauthorized access, or any unauthorized attempt to access, any data maintained on any computer systems.

Unauthorized software comprises any software that is not on the Codeyoung IT list of approved software or which has not been procured via the authorized procurement channels and includes any unsolicited software, demonstration software that has not been previously checked by Codeyoung IT security or an authorized agency of Codeyoung IT security, and any software that is delivered in such a way that it may have been tampered with.

Unless the prior specific approval of senior management is obtained, the use of unauthorized software on Company equipment or other breach of the above will be viewed as gross misconduct and an extremely serious violation of the Company's regulations, which may lead to disciplinary action including but not limited to termination , or other appropriate action as necessary by the Company.

I confirm that I have read and understood the above conditions on the use of unauthorized software and systems. I also understand that the Company may from time to time notify amendments or additional conditions or Policies governing access, use and protection of data, systems and software and I agree to abide by them in full compliance thereof.

Name:

Date:

Signature:

Codeyoung

HR 2.01 F6 – Data Protection Declaration

To: Codeyoung ("Codeyoung")

1. I, the undersigned, make this declaration in my capacity as an employee of Codeyoung, and as
a condition of being assigned by Codeyoung to perform certain services for Codeyoung and any of its direct or indirect subsidiaries (individually a "Data Controller" and together the "Data Controllers").

2. I hereby and solemnly undertake that I will at all times maintain strict confidentiality with regard to, and will not for my own or anyone else's use (whether for profit or not) m ake copies of or notes about, any and all matters of a confidential nature or the Personal Data of anyone including but not limited to name, age, preferences, medical or health status or any other information which is reasonably deemed Personal in nature or deemed personal data by law concerning any of the Data Controllers, their customers, the state of their accounts or any other matter relating to the affairs of a Data Controller and its customers except where required by law to disclose such information or with the prior written permission of the Data Controller or the person to whom any duty of confidentiality is owed. Should I be required by law to make such a disclosure, I shall so far as lawful promptly inform the Codeyoung of such a requirement.

3. I undertake to deliver up to Codeyoung all and any records in any medium which I may hold at the end of my assignment in performing services for any of the Data Controllers.

4. I hereby confirm that I have read or viewed, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, the following rules or requirements (as the same may be amended from time to time):

5. Codeyoung policies and standards concerning Information Technology and Information Technology Security.: In this respect I understand that the loading or use of software not supplied and authorized by Codeyoung on Codeyoung computer systems and/or the loading or use of Codeyoung Group's software on any other equipment is strictly forbidden;

a. Codeyoung staff training video on data protection;
b. Security procedures specific to the building where I am to carry out my assignment; and Codeyoung staff handbook.

6. I also confirm that I shall read or view, and will confirm during the period of my assignment in performing services for any of the Data Controllers with, any other rules or requirements (whether in relation to the data protection legislation referred to in paragraph 4(b) above or otherwise) advised to me by Codeyoung.

I confirm that I have read and understood the above conditions . I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE
DATE

Codeyoung

DECLARATION OF ABSENCE OF PROCEEDINGS

I hereby confirm that:

I have never been convicted of a criminal offence involving fraud or dishonesty; and

I have never been declared bankrupt.

Signed _____

Name _____

Codeyoung Dept. / Job title_

Date _____

Codeyoung

INFORMATION SYSTEMS USAGE - TERMS AND CONDITIONS

1. Usage of or access to the Internet, computer and software 'equipment' wherever situated in Codeyoung premises or those made available by Codeyoung, its customers or business partners is to be conducted in a business- like and professional manner. Use of Email and computer systems are provided for Codeyoung's business matters only. Any breach is subje ct to disciplinary procedure, up to and including revocation of access privileges and termination of employment.

Internet and Email access is not to be used for the following purposes, which are expressly forbidden: solicitation of correspondence unrelated to business activities, illegal, libellous or offensive messages, prejudice or harassment whether racial, sexual or of any other kind, action prejudicial to another's business, his reputation or his Internet access (flaming, spamming etc.), for download of pornography, games software or other salacious or frivolous material, for obtaining or purchasing executable (exe) software without specific prior approval or video, audio or music material, nor for participation in news - groups, use-groups or chat-rooms, nor for issuance of any form of formally unauthorized business advice.

2. No legal commitment by Email on behalf of any member of Codeyoung, or for the conclusion of any form of commercial contractual agreement; nor for communication of any advertising/marketing material without prior approval of an authorized person must bemade.

3. The user shall respect and abide by all applicable laws, including confidentiality, copyright and data protection laws. In particular the user must not copy or transmit to third parties the works of others without their permission as this may infringe copyright.

4. Hard copies must be taken of any electronic mail messages which need to be retained for regulatory or other legal purposes, as advised by the Compliance function. Comment – Codeyoung Management to assess if they like to retain this practice.

5. The user must not import files or messages without ensuring that they have first been scanned for viruses.

6. The user will bear in mind at all times that electronic mail messages, however confidential or damaging, may have to be disclosed in court proceedings or investigations.

7. Codeyoung is entitled at any time to examine the computer systems and/or download details of and/or monitor any usage of any kind by the user of the Internet including, without limitation, any Email messages, whether or not created by the user, the content of any pages downloaded and any mechanisms which record the user's use of the Internet.

I **K Jasvanth Reddy**,

The user acknowledges receipt of the above conditions (which I have read and understood). I accept and agree to comply with, all the matters referred to in them. I understand that failure to do so may result in disciplinary action against me. I also understand that the Company may from time to time notify amendments or additional conditions related to the subject matter above and I agree to abide by them in full compliance thereof.

SIGNATURE

DATE

Codeyoung

HR 2.01 F10 – Data Consent Form

Personal data - Consent

In consideration of being evaluated for employment by Codeyoung, for purposes of pre - employment, during employment and post-employment processing of my personal data

I hereby expressly agree and consent as follows:

Codeyoung or its authorized agents or service providers or third parties including platf orms or aggregators may collect, process and disclose my personal information/data to verify the accuracy of the information I have provided in my application form or during my recruitment process, by conducting appropriate background checks. In this regard, Codeyoung may, amongst other, obtain a personal credit report, conduct a criminal record search, and contact the persons I have appointed as personal references during my recruitment.

I understand and agree that:

My personal information/data may be processed, analyzed and accessed by or on behalf of Codeyoung by third parties whether based in India or other locations, where there may be less stringent data protection laws than in India.

Codeyoung shall protect my Personal Data in accordance with the applicable laws by using industry-standard security and protection protocols.

At any time Codeyoung or its authorized agents or service providers may request, collect, process and disclose my personal information/data for processing my salary, health insurance, employee benefits, for employment or other intranet or internet portals or platforms and other such operations lawfully necessary.

Date:

Signature:

Name

Codeyoung

HR 2.01 F10 – Data Consent Form

The CTC provided by the company is will be **INR 7,36,000 per annum**. **INR 4,36,000** is fixed (per annum) and INR 3,00,000 is the variable (per annum). The variable is based on the performance (achieving the revenue targets) and is paid out on a monthly basis as per the existing incentive structure at that point in time.

Full Breakdown of fixed CTC will be given below

- Subject to deductions for Employee's contribution to PF, Professional Tax, Income Tax and other statutory deductions that may be applicable
- EPFO guidelines for International Worker applicable.
- Any other relevant Compensation & Benefits related matter shall be governed by the service rules and policies in force and applicable from time to time.
- As per IT Act, it is mandatory for all individuals working in India whose receipts are subject to deduction of tax at source (the deductee) to furnish his/ her PAN details to the deductor (Company), failing which the deductor (Company) w.e.f. April 2010 will deduct Tax at Source at rates higher than normal as per norms.

S.No.	Salary	Annual	Monthly
1	Basic Salary	₹240,000	₹20,000
2	House Rent Allowance	₹112,608	₹9,384
3	LTA	₹12,000	₹1,000
4	Special Allowances	₹12,000	₹1,000
	Gross Salary	**₹376,608**	**₹31,384**
C	Employer Contribution to PF	₹23,400	₹1,950
A	**Fixed CTC**	**₹400,008**	**₹33,334**
	Deductions		
1	Professional Tax	₹2,400	₹200
2	Provident Fund	₹21,600	₹1,800
B	**Total Deductions**	₹24,000	₹2,000
A – B- C	**Net Salary**	**₹352,608**	**₹29,384**

With regards,

Shailendra Dhakad
Director
Codeyoung

GreyCampus

Ref: GC-CR-2022-092

Dated:26th May 2022

Dear Muthyala Chikitha Reddy,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs. **3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name : M. CHIKITHA REDDY
Date : 29th May 2022

GreyCampus

Ref: GC-CR-2022-097

Dated:26th May 2022

Dear Nalamala Manasa,

Subject: Offer of Appointment

We are pleased to offer you the position of **"Associate"** in our company. You will be required to join us on or before **"6th June 2022"** at our Hyderabad office.

Remuneration and other terms:

a) You will be paid a CTC of Rs**. 3,00,000/- (Rupees Three Lakhs only)** per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

GreyCampus Edutech Private Limited Hyderabad

Candidate's Acceptance

I accept the above offer.

Name :
Date :

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THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 21, 2022

Namagiri Neha Nitya Santhoshi Sai Pragnya
Hyderabad

Dear Sai Pragnya,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

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b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

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b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

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b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

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Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

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You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

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b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Namagiri Neha Nitya Santhoshi Sai Pragnya**
Business Title: **Associate Content Specialist**
Date:

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Annexure I - Total Rewards

Name: Namagiri Neha Nitya Santhoshi Sai Pragnya

Title: Associate Content Specialist

Reporting Manager: Shruthi Bhope

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity:
Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

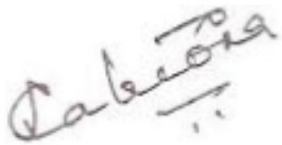
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Namagiri Neha Nitya Santhoshi Sai Pragnya
Date:

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Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

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Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Namagiri Neha Nitya Santhoshi Sai Pragnya**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Namagiri Neha Nitya Santhoshi Sai Pragnya
Title: Associate Content Specialist
Date:

DocuSign Envelope ID: E43D11C5-872D-43B2-B972-828B3F0889E4

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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.

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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: Namagiri Neha Nitya Santhoshi Sai Pragnya
Date:

mycaptain

Climber Knowledge & Careers Pvt Ltd
3rd Floor, Classic Arena, Hosur Road
AECS Layout - A Block, Singasandra
Bengaluru, Karnataka 560068
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in
Phone: +91 9513987661

Date :27th April 2022

Dear N. Meghana,

Congratulations! We are pleased to offer you to join MyCaptain, Bangalore under the following terms and conditions-

Role: **Business Operations Executive**

Location: Bangalore ,India

Compensation :We confirm offering annual compensation of INR **4,50,000/-**(Four Lakh Fifty thousand only) comprising INR **3,24,000/-** (Fixed Component) & variable component of INR **1,26,000/-**

Probation

You will be under probation for a period of 90 days (3 months) from the date of joining and will be made a confirmed employee after a review of your performance during the probationary period.

Benefits

You are eligible for Annual Leave as per the company Leave Policy post your probation. You will also be eligible for Medical Insurance for yourself.

We have prepared a Terms of Employment for your review and acceptance which details the complete terms of your employment with MyCaptain available in the Annexure.If you choose to accept this offer of employment, please revert to our mail confirming your acceptance. We hope you accept this offer and we look forward to working with you.

Sincerely,



Anush Ramachandran

Senior HR Manager

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Climber Knowledge & Careers Pvt Ltd
3rd Floor, Classic Arena, Hosur Road
AECS Layout - A Block, Singasandra
Bengaluru, Karnataka 560068
CIN: U93000MH2016PTC273870

Email : hr@mycaptain.in
Phone: +91 9513987661

EMPLOYEE STATEMENT:

I agree with and accept the terms set forth in this letter.

Print Name Signature Date

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ANNEXURE

TERMS OF EMPLOYMENT

Your employment for MyCaptain will be governed by Company's policies, as modified, from time to time and at Company's sole discretion. The terms and conditions contained herein ("Terms of Employment")must be read as part of all of the Company's current policies. These Terms of Employment and the policies shall be subject to modifications, from time to time.

Effectiveness

This agreement shall become effective on the commencement of your employment with the Company.

The Company reserves the right to withdraw the offer made to you even after the acceptance of such an 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 start date of your employment at MyCaptain will be informed by the company.

You are requested to abide by guidelines and regulations of the office and required to maintain the code of conduct and disciplinary rules, which may be framed or modified from time to time.

During the course of your employment, you will employ yourself efficiently and diligently to the best of your ability and devote your whole time and attention to the interests of the company and carry out all duties and responsibilities assigned to you and shall comply with all lawful orders and directions given to you by the Management.

Probation

You will be on probation for a period of Ninety(90 days) from the date of commencement of employment with the company. While on probation the company may terminate your services by providing one (1) month's notice in writing. The company reserves the right to extend your probation beyond ninety(90 days) due to performance or behavior issues. Your probation period will expire after a period of ninety (90 days) after your effective start date unless otherwise communicated by the company. If you desire to resign from employment during the probation period, you shall provide the company Thirty(30) days of prior written notice with reasons for such a resignation.

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Bengaluru, Karnataka 560068
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Your salary during the probation period shall be **INR 18,000 plus incentives.**

Hours of Work

A working day will comprise 9 hours which is inclusive of a break of 1 hour. Your working hours will be 11.30 am to 8.30 pm Monday to Saturday. In view of your position in the company, you will effectively perform to ensure results and you will be expected to work beyond the standard working hours to achieve the results, whenever it is required. The company may also introduce staggered work shifts from time to time. You are requested to make changes to your work timings to accommodate these changes.

Salary and Benefits

Your monthly salary package will be as per the terms mentioned in this letter. Your compensation package may differ based on period reviews. This is as per the compensation policy applicable to other employees of your category in your respective department as detailed below.

Your compensation will be reviewed on an yearly basis and any salary increase will depend on various factors including your performance during the preceding performance period. Notwithstanding the above, you acknowledge that it is Company's policy to review the salary payable to its employees for successive years and such compensation may be higher or lower than the salary received for the previous year depending on various factors, including the overall performance of the Company. The Company may, at any time and in its sole discretion amend, suspend, vary and modify any of the terms and conditions of these benefits and/or policies. The salary and/or benefits offered to you by the Company may be pro-rated depending upon your effective start or effective termination date.

Leave

You will be eligible for 30 days of Annual leave as per the company's leave policy, prorated from your date of joining. During the probation of 90 days and subsequent extension of probation you are not eligible for any leaves. All employees are eligible for holidays as per the holiday calendar published for the year. The Leave Policy may be amended from time to time as per the discretion of the Company.

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Notice Period and Termination of Services

Your services may be terminated by your giving one months' notice to the company or the company giving you one month's notice in writing. However, in a situation where a written undertaking is given by you to serve the Company for a specified period of time, the applicable notice period from your end to terminate the appointment will be as per the written undertaking given. Notice pay and any other outstanding, which may be due from you, will be deducted from Company dues payable to you on separation / and recovered from you as the case may be. During your notice period you are not entitled to leave. In case leave is granted for any emergency, this may result in extension of the notice period if the situation demands it. Company may terminate your employment immediately, with or without notice, on the occurrence of your: a. Embezzlement, intoxication or illegal drug abuse, unauthorized absence in excess of the Company leave policy, unauthorized disclosure or misuse or attempted unauthorized disclosure or misuse of the Company's Confidential Information, gross insubordination, or receipt or attempted receipt of any impermissible rebate, kickback or other similar remuneration or consideration in connection with any potential or existing opportunity for the Company and its affiliates and their employees, contractors and clients; b. Engaging in misconduct (willful, intentional or otherwise) during or in connection with the performance of your obligations hereunder or being arrested, charged or convicted in a criminal proceeding or similar proceeding that involves a matter which Company believes, in its sole discretion, may affect the performance of your obligations hereunder, may affect the Company and/or its affiliates and their employees, contractors and/or clients or may otherwise bring the Company and/or its affiliates and their employees, contractors and/or clients any disrepute, whether or not such matter is directly related to the affairs of the Company and/or its affiliates and their employees, contractors or clients; and/or c. Involvement in any act of moral turpitude.(the term "moral turpitude" includes crimes having an inherent quality of baseness, vileness, or depravity with respect to a person's duty to the society in general such as rape, forgery, theft, solicitation, etc.), (ii) sexual harassment (adjudicated guilty as per the Company's policy and local laws) or (iii) other act that threatens or likely to damage Company's reputation or (iv) any misconduct or breach of terms and conditions outlined in this contract of employment including the Company's policies. (v) any activity leading to loss of business. d. Prolonged incompetent delivery of duties and responsibilities as judged by the Company. Upon termination or expiration of your employment, for any reason, or as otherwise requested by the Company, you will return to the Company a. Any property belonging to the Company such as laptop, desktop, SIM card, mobile phone, access card or other devices with details of any passwords or user ids installed therein. b. All confidential information and work product, including any documents and information, of whatever form or intangible, in your possession, together with copies, notes or summaries of such documents. Upon termination or expiration of your employment, all amounts due or payable from or to you by the Company shall be settled in full and an acknowledgment of such settlement shall be recorded in writing. The Company shall be entitled to, at its sole discretion, pursue any remedy available in law or in contract to ensure settlement of any amounts owed by you. The Company may be, at its sole discretion, entitled to withhold your relieving letter and all other documents regarding your employment hereunder. Any termination of employment or these Terms of Employment by Company shall be without any

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further liability of Company and its affiliates and their employees, contractors or clients to you or to your successors-in-interest or assigns.

Non-Disclosure Agreement

During your employment, you may have access to trade secrets or confidential business information belonging to the Company (including, but not limited to “source code”, “graphical assets”, “source repositories”, “technical documentation”, “development binaries”, “company internet accounts”, etc.). By accepting this offer, you acknowledge that you must keep all of this information strictly confidential, and refrain from using it for your own purposes or from disclosing it to anyone outside the Company. In addition, you agree that, upon conclusion of your employment, you will immediately return to the Company, all of its property, equipment, and documents, including but not limited to electronically stored information. You agree to hereby indefinitely assign ownership of any intellectual property rights and copyrights to the Company for any and all work that is done as part of your employment with the Company.

Non-Compete and Non-Solicitation

The Employee undertakes, agrees and covenants with the Company that for a period of 6 (Six) months from the termination/ expiry of this contract, as the case may be (“Non-Compete Period”), the Employee shall not, either directly or indirectly work with any company, association, firm, individual or carry on any activity, which is the same as, or similar to, or which competes or is reasonably likely to compete with, the business of the Company, including, but not limited, to any company involved in the field of Education technology. The Employee acknowledges that the restrictions on competitive activity of the Employee set forth in this contract are mainly to protect the value of the Company due to loss of an employee.The Employee acknowledges and agrees that the covenants contained in this clause are no more extensive than is reasonable to protect the interests of the Company and to protect the business of the Company. During this Agreement and for a period of 6 months following the termination of this Agreement, you shall not (i) induce or attempt to induce any employee of MyCaptain to terminate, or in any way interfere with, the relationship between MyCaptain and any employee thereof, or (ii) hire directly or through another entity any person who was an employee of MyCaptain at any time during the term of this Agreement.

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You agree that any rights, title and interest whatsoever, including, but not limited to, patents, copyright trade secret and design rights, mask rights, whether registered or not, arising or created as a result of the development of and/or the application of any tangible or intangible work product or materials produced by you during or as a consequence of your employment, whether alone or in conjunction with others and whether during normal working hours or not, including, but not limited to, any invention, design, discovery, improvement, computer program, documentation, or other material which you conceive, discover or create during or in consequence of employment hereunder ("Work Product") shall belong exclusively to the Company. You hereby convey ownership in such rights, title and interest to the Company and its affiliates upon inception or development.

All Work Products shall constitute a work(s) made for hire under all copyright acts. To the extent that any Work Product does not constitute a work made for hire under the foregoing laws, you hereby irrevocably assign all worldwide right, title, and interest (including without limitation, patents, copyright, trade secret, trademarks, design rights, contract and licensing rights) in such Work Product to Company and its affiliates. You retain no rights to use the Work Product and agree not to challenge the validity of the Company's and its affiliates' ownership in the Work Product. You hereby forever waive all moral rights in the Work Product and any results or proceeds there from, even if after expiration or termination of your employment hereunder. If you have any rights to the Work Product that cannot be assigned to MyCaptain or its affiliates, you hereby unconditionally and irrevocably waive the enforcement of such rights and all claims and causes of action of any kind against MyCaptain and its affiliates and their employees, contractors or clients with respect to such rights and grant to MyCaptain and its affiliates an exclusive, irrevocable, perpetual, worldwide, sub licensable, fully paid-up and royalty free license to such Work Product, or part thereof. On termination or expiration of your employment or these Terms of Employment, you will deliver to the Company all Work Product, including any parts or copies thereof completed, created and/or prepared up through the date of termination and all copies thereof.You agree to, for no further consideration, execute any documents and take any other actions reasonably requested by Company and its affiliates and their clients and contractors to achieve the objectives of this Section (including waiver of any such rights including authors' special rights under Section 57 of the Copyright Act 1957). In the event that Company is unable for any reason, after reasonable effort, to secure your signature on any document needed to perfect the title of Company and its affiliates, you hereby irrevocably designate and appoint Company and its duly authorized officers and agents as your agent and attorney in fact to act for and on your behalf to execute, file and verify such documents and to do all other lawfully permitted acts with the same legal force and effect as if executed by you. You agree that you will not violate or attempt to violate the intellectual property rights, interests or title of any third party. Your obligations under this Section shall remain in effect and survive any termination or expiration of your employment or these Terms of Employment. The Company shall be entitled to immediate injunctive or similar relief upon a potential or actual breach of this section by you.

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

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Email : hr@mycaptain.in
Phone: +91 9513987661

Annexure			
Name	**N. Meghana**		
Designation	**Business Operations Executive**		
Department	Operations		
Job Location	Bengaluru,Karnataka		
A.	**Fixed Components**	**INR(p.m)**	**INR(p.a)**
1.	Basic Salary	15000	180000
2.	HRA	6000	72000
3.	Special Allowance	6000	72000
B.	**Variable Components**		
	Annual Variable Cash		126000
C.	**Deductions**		
	Professional Tax	200	2400
	PF Employee	1800	21600
	Gross Deduction	2,000	24000
(A+B)	**Cost to Company**		450000
A-C	**Net Salary Pay**	25000	300000

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

21 November, 2021

Ms. Sonu N R
H No. 7-71, Nanigalla Nilayam,
Alwal, Near Baptist Church,
Secunderabad 500078.

Dear Sonu,

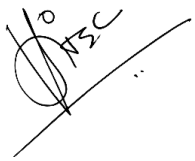
Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Customer Service Representative
Grade:	G1 L1
Start date:	On or Before 01 July, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would continue to 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : Sonu N R

Position : Customer Service Representative

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

Associate Signature: _____

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.

Associate Signature: _____

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, address verification, criminal screening, educational and employment verification, and reference checks. Additionally, ADP may require Advanced Background Checks which screen for longer periods of time and involve additional jurisdictions. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

Associate Signature: _____

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 _a4351@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 INR 20,000 if you are relocating with your family (dependent parents/in-laws, spouse &kids). If you are relocating without your family, you can claim up to INR 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.

Associate Signature: _____

ACCTPRO
Advisory Services LLP

Divya Polaki ,
Address 3/145-1-4, Near New Water tank,
Singayapalli, Hakimpet, Hyderabad-500078
Ph: 9347991034
Divyapolaki169@gmail.com

3 September, 2022

Subject: Letter of offer and terms of employment

Dear Divya Polaki ,

Thank you for exploring career opportunities with ACCTPRO Advisory Services LLP hereinafter referred to as the "Organization") for our client International Application Services. You have successfully completed our selection process and we are pleased to make you an offer of employment for the position of **Associate (Call Center & Admin Role)** in **Executive** Grade in International Application Services. This offer is subject to the following:

1. You are required to join the services of the Organization latest by **5 September, 2022** or any other date approved by the Organization in writing, failing which this offer shall automatically stand cancelled. Your employment with the Organization shall commence on the date of your joining the Organization and shall be subject to the terms and conditions stated in this letter along with the enclosures.

2. You will have to submit the documents as given in Annexure C on the day of joining.

3. The Organization reserves the right to conduct background checks, directly or indirectly at any time, to verify such information and documents that you would provide in support of your age, academic qualifications, previous work experience and relieving letter from your last employer, and other particulars. If any discrepancies are found in such information or documents or if the results of such background checks are found to be unsatisfactory, as determined by the Organization, in its sole discretion, the Organization may withdraw/cancel this offer / terminate your employment without notice in terms with clause 6 of Annexure B.

4. You will be on probation for a period of three months from the date of joining. Your probation period may be extended in writing by three months, if your performance is not considered satisfactory by the Organization. Your employment shall not be deemed confirmed unless given in writing.

5. During the probation period your employment will be terminable by giving one month's notice in writing or salary in lieu thereof, by either side.

6. You will initially be based at the International Application Services office at Hyderabad**,** unless communicated otherwise by the Organization, prior to your joining.

7. Upon joining, your compensation will be as described in Annexure A.

8. Your employment will be governed by the terms and conditions detailed in Annexure B hereto.

9. You shall keep the contents of this offer and the Annexures hereto confidential.

10. You will be governed by the policies of the Organization that are currently in practice and/or as may be implemented in the future, and as may be amended from time to time. You are expected to be familiar with and abide by the policies and procedures.

ACCTPRO
Advisory Services LLP

Please acknowledge your acceptance of our offer by signing and returning the duplicate copy of this letter. We look forward to your joining the ACCTPRO Advisory Services LLP family and taking the Organization to greater heights.

With warm regards,

For ACCTPRO Advisory Services LLP,

(D N Murthy)

Partner

I have read and understood the terms of this letter and all Annexures hereto annexed.
I accept this letter of offer and terms of employment, and my tentative date of joining is August 1, 2022.

Name: Divya Polaki **Date:**

Signature: _____

ACCTPRO
Advisory Services LLP

ANNEXURE A

Name	:	**Sharon Cheruku**	
Expected Date of Joining	:	**August 1, 2022**	
Function	:	**Client Services**	
Designation	:	**Associate (Call Center & Admin Role)**	
Salary Components	**Basis**	**Annual**	**Monthly**
CTC Committed		**2,40,000**	**20,000**
Basic	**50%**	1,20,000	10,000
HRA	**50%**	60,000	5,000
Leave Travel Allowance		10,000	833
Special Allowance		50,000	4,167
Conveyance Allowance		36,000	3000
Total - Fixed		***2,40,000***	***20,000***
Travel / Conveyance Allowance		**36,000**	**3000**
Gratuity: Payable as per the provisions of Payment of Gratuity Act			

For ACCTPRO Advisory Services LLP,

(D N Murthy)

Partner

Accepted,

(Please sign and date your acceptance)

Candidate's Name

ACCTPRO
Advisory Services LLP

ANNEXURE B

1. NOTE:

1. 1. An employee who has joined us will be eligible for salary revision effective 1st April of the following year, based on the performance assessment.
This salary revision will be based on the Fixed Pay and will be prorated according to the period spent with the Organization during the appraisal cycle.
The management reserves the right to review, change and/or modify the salary revision period, at its sole discretion.

1. 2. The employee's compensation structure may be changed by the Organization, at its sole discretion, from time to time.

2. SALARY AND BENEFIT COMPONENT'S (where applicable):

2. 1. **Employer's contribution towards Provident Fund (PF**): (Not applicable as of now. Will apply when the scheme starts in the Organization)
The Provident Fund membership begins effective the date the employee joins the Organization. The salary structure as offered to the employee contains the Organization's contribution towards the PF contribution @ 12% on the basic salary. On becoming the member of the PF, the option cannot be changed during the employee's service tenure in the Organization.

2. 2. **Gratuity:**
The Gratuity will be provided as per provision of the Gratuity Act 1972.

2. 3. Any tax liability arising out of the employee's salary / allowances / benefits shall be borne by the employee. The Organization may deduct such tax liability or any amounts owed by the employee to the Organization from the employee's salary or from any other amounts payable by the Organization to the employee.

2. 4. The annual leave entitlement is 18 working days (1.5 days per month of completed service) per financial year (April through March). Leave will be pro-rated based on the date of joining & completed service during the year.

2. 5. Performance Incentive would be calculated and paid out on a Quarterly basis for Recruiters and annually for other HR Consulting functions.

3. TERMS AND CONDITIONS:

3. 1. You may be transferred or seconded or deputed to any of the Organization's offices, subsidiaries, or affiliates in India either on short term or long-term assignment at any point in time. The Organization may vary these terms and conditions and your compensation in the event of such transfer, secondment or deputation. You will be absorbed on the rolls of International Application Services at a later date with a continuity of Service consideration clause taking into account the current experience on ACCTPRO rolls for Service consideration with International Application Services.

3. 2. You will put your best efforts in the performance of employment duties assigned to you and act in good faith and in the best interests of the Organization. While in the service with us, you shall not, without the express written permission of your reporting Manager and HR, undertake or concern yourself, directly or indirectly, with any other, paid or unpaid, business or work or assignment or educational course, whether part time or full time.

3. 3. If you are found guilty of misrepresentation, dishonesty, disobedience, disorderly behaviour, negligence, indiscipline, absence from duty without permission, or of any conduct unbecoming of the status or the post you hold in the Organization, or of any other conduct considered by the Organization as detrimental to its interests, or in violation of one or more terms and conditions of your employment, the Organization shall be entitled to terminate your employment forthwith.

3. 4. You are required to travel in connection with the Organization's business. You will be eligible for reimbursement of reasonable business expenses / other allowances according to the Organization's prevailing policy.

3. 5. In the event of any conflict between the terms of your offer letter (including any Annexures thereto) and any policy, rules, regulations or procedures of the Organization, the terms of the latter shall prevail.

4. CONFIDENTIALITY

4. 1. You agree to maintain the Confidential Information of (i) the Organization (ii) the Organization's clients and (iii) other third parties in strictest confidence and not share with or otherwise disclose the same or part thereof to any persons (including but not limited to the Organization's and its clients' competitors) other than those to whom you may be required to disclose any Confidential Information in the course of performance of your duties strictly on a 'need to know' basis. You agree to be bound by the obligation of maintaining the confidentiality of Confidential Information, even after the cessation of your employment.

4. 2. You shall not take away or copy, electronically or otherwise, mail to yourself or to any other person, any Confidential Information (including copies) or part thereof, whether in paper form or any other form including but not limited to CDs, floppy disks, UBS drives or devices, except to the extent strictly required for the performance of your services hereunder. You shall return all the information and data available with you which has been obtained during the course of your employment with the Organization to your reporting Manager / Partner. Before cessation of your employment, you shall certify in writing that you have either retuned or destroyed all copies of Confidential Information in your possession.

4. 3. You acknowledge that breach of any of your above obligations will cause irreparable damage to the Organization, its clients and the third parties and therefore the Organization shall, without
prejudice to its other rights and remedies available in law or equity, be entitled to injunctive or other suitable relief including, specific performance, to enforce the terms of this section

5. NON – SOLICITATION

You shall not directly or indirectly solicit any employees, retainers, affiliate's employees or affiliate's retainers of the Organization for a period of one year after termination of your employment.

6. TERMINATION

6.1 **Termination by the Organization**

The Organization may terminate your services at any time with or without Cause subject to the terms specified in point 3.3. If the Organization terminates your services on other grounds, it shall provide written notice or by paying notice period of 2 month salary as per policy.

6.2 **Termination by Employee**

The notice period to be given by an employee is 2 months or as per the Organization's policy prevailing at the given date.

6.3 **Termination on Retirement**

The age of superannuation is 60 years as per the proof of age submitted at the time of joining.

7. JURISDICTION

Any dispute arising out of these terms shall be governed by Indian laws and are subject to the exclusive jurisdiction of courts in India.

ACCTPRO
Advisory Services LLP

ANNEXURE C

You are requested to report at the indicated address by 09.30 AM. The HR team will help you to complete the joining formalities.

It is mandatory that you submit a photocopy of the following documents on the date of joining. Do carry the Originals with you for verification purpose.

a. All Educational certificates from 10th Std onwards till date and mark sheets.
b. Certificates of any other additional qualifications
c. If you are a fresh CA, then carry (Inter + Final) Certificate, IT Training Certificate, GMCS, Membership number, Article completion letter.
d. Where candidates have previous experience, Service certificates from previous employer(s) or equivalent , and relieving letter from last employer
e. Last increment letter or salary certificate and last drawn pay slips for 3 months
f. Identity Proof (2 photo copies) : PAN Card / Passport
g. Address Proof (2 photo copies): Valid driving license/ Ration Card/ Voters ID
h. 2 Copies of PAN card
i. Aadhaar Card issued by the Unique Identification Authority of India (UIDAI)
j. Information pages of your valid passport
k. Four passport size colour photographs (in formals) with white background

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

18 August, 2022

Ms. Sonali Pinjarla
#6-6-426-252, Chacha Nehru Nagar,
Bansilalpet, Near Swasthik Hotel,
Hyderabad 500003.

Dear Sonali,

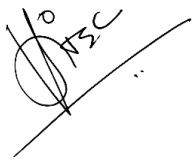
Congratulations! Subsequent to the discussions we had with you, we are pleased to extend an offer for you to be a part of ADP. Please find the offer details below:

Position:	Process Associate
Grade:	G1 L1
Start date:	On or Before 05 September, 2022
Compensation:	Gross Compensation of INR 300,008 (Rupees Three Lakhs and Eight Only) per year including variable performance incentive linked to your performance, performance of your business unit and ADP.
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 as per ADP's policy & your employment with the Company is terminable by serving a notice of sixty days on either side. On successful completion of probation period, the notice period would be ninety 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 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 and 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
(Divisional Vice President & Head of HR)

Associate Signature: _____

ADP Private Limited
ONE West Building, Survey NO. 88/AA and 88/E, Nanakramguda Village,
Serilingampally Mandal, Ranga Reddy District, Hyderabad, Telangana - 500008
Ph: +91 40 6757 0000
adp.com

Details of Compensation

Name : Sonali Pinjarla

Position : Process Associate

Grade : G1 L1

A. Base Salary	Monthly (INR)*	Annual (INR)*
• Basic Salary	11,160	133,920
• House Rent Allowance	4,554	54,648
• Flexible Benefits**	2,232	26,784
B. Bonus (20% of Basic Salary Paid Monthly)	2,232	26,784
C. Standard Benefits		
• Provident Fund***	1,607	19,284
• Gratuity	537	6,444
Gross Compensation (A+B+C)	22,322	**267,864**

Variable Performance Incentive (VPI)# (will range from 0% to 175% based on performance)		0%	100%	175%
		0	32,144	56,251
Total CTC (Gross + VPI)##		**300,008**		

** Indian Rupees*
*** Flexible Benefits include Leave Travel Allowance and Children 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

Associate Signature: _____

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.

Associate Signature: _____

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 & ADP. This incentive 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

In accordance with our policy, this offer is conditioned upon your successful completion of a background check. Because this is a conditional offer of employment, you should not give notice to your present employer, sell real estate, or incur any other expense associated with acceptance of employment until you receive confirmation that you have successfully satisfied the preconditions of employment. This process is generally completed within 3 weeks, however the process may take longer. Background checks may include, without limitation, criminal screening, educational and employment verification, and reference checks. This offer is subject to the authenticity of any information and documentation in connection with background screening provided by you or otherwise obtained by ADP before, during or after the offer is communicated to you. In the event any information provided by you or otherwise obtained by ADP for background screening is proven to be false, misleading, or otherwise unsatisfactory to ADP in its sole discretion, ADP reserves the right to immediately rescind this offer and/or terminate your employment, if applicable, at any time.

Associate Signature: _____

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

7th Jan 2022

S Prathignya

Flat no 406, Jayalaxmi Apartment, Jayanagar Colony, New Bowenpally, Secunderabad, 500011

Dear Prathignya,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Specialist Fraud** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 9th Jan 2022 and
    (b) Report for duty at the Company not later than 12th Jan 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari G
Vice President -HR

Accepted and Agreed
S Prathignya

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:			
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
	Other Benefits*		
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
	Total Earning Opportunity Per Annum		
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act – 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.

Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

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CIN No. U72200 TG 2008PTC 088404,
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Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.



Kameswari G
Vice President-HR

Accepted and Agreed
S Prathignya

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210321
Applicant ID - 5140854

16-May-2022

Raynugunta Swapna

Dear Raynugunta,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

R. Swapna

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210321
Applicant ID - 5140854
16-May-2022

Raynugunta Swapna

Dear Raynugunta,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 30-May-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

R. Swapna

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Reference No. - 1384210321
Raynugunta Swapna

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

R. Swapna

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Vadodara 390 007, India.

ICICI Bank

Reference No. - 1384210321
Raynugunta Swapna

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

  - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

    a) Any breach of the conditions mentioned in this letter on your part

    b) Any incorrect information furnished by you like:

       - Mismatch in your previous employment data even for a day
       - Mismatch in your previous pay slip
       - Fake qualification certificates etc; and

    c) Suppression of any material information by you.

    d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

R Swapna

ICICI Bank

Reference No. - 1384210321
Raynugunta Swapna

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.05.16 13:40:21 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

R. Swapna

Signature of Applicant

R. Swapna

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Reference No. - 1384210321
Raynugunta Swapna

Annexure:-

Remuneration:

- Your Base Salary will be Rs. 96,000/- (Rupees Ninety Six Thousand only) per annum.
- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 85,008/- (Rupees Eighty Five Thousand Eight only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.
- You will be eligible for HRA of Rs. 48,000/- (Rupees Forty Eight Thousand only) per annum.
- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 14,400/- (Rupees Fourteen Thousand Four Hundred only) per annum.

R. Swapna

Reference No. - 1384210321
Raynugunta Swapna

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by RAJNISH SINHA
Date: 2022.05.16 13:40:21 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XIIth/ Graduation/ Post graduation)
2) Work Experience Document
    a. Resignation accepted letter from current organisation
    b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

R-Swaminathan

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

Remuneration Details

Name : Raynugunta Swapna

Position: **S1**

Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	8,000	96,000
HRA	4,000	48,000
Supplementary Allowance *	7,084	85,008
Superannuation Allowance	1,200	14,400
Total	**20,284**	**2,43,408**
Retirals		
Retirals (PF, Gratuity) ***	2,466	29,592
Total Fixed	**22,750**	**2,73,000**
Performance Linked Retention Pay #	2,167	26,004
Total CTC	**24,917**	**2,99,004**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 16-May-2022

Digitally signed by RAJNISH SINHA
Date: 2022.05.16 13:40:22 +05:30
Reason: Offer Letter
Location: Mumbai

R. Swapna

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
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CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

Dated: 19th Sep 2022

To: Sadamani Niharika

Re: Employment Offer

Dear Sadamani Niharika,

We are pleased to offer you a position as **"Associate I- A1"** at Vuchi Media Private Limited ("Company"), starting on **19th Sep 2022.** In this position, your primary duties will include, but are not limited to, supporting the business activities of the Company. Your duties will also include such other responsibilities that the Company may assign to you. Your role and reporting relationship may also change based on your performance as the Company evolves. You may be required to travel from time to time for business reasons.

You will devote your best efforts to the performance of your job for the Company and shall work such hours as may be necessary for effectively discharging your duties towards the Company. While employed at the Company, you will not undertake any other activity requiring your business time and attention, nor support (by way of investment or otherwise) any activity that may be competitive with the Company's business or pose a conflict of interest with that business. You will follow the Company's policies and procedures (including the policies of the Company protecting other employees against discrimination and sexual harassment) as described to you from time to time. As a condition of your employment, you will execute the Company's Proprietary Information and Inventions Agreement attached hereto and provide the Company with any legally required proof of your identity and such other documents and/or references as the Company may call upon you to furnish.

Compensation

Your starting fixed compensation will be **3,19,009** Indian Rupees per year, on a cost to company basis. The compensation is explained in detail in the section "Benefits, Details and Other Terms''. All payments to you will be subject to legally required withholding and such other agreed withholding as may be agreed by you with the Company. Such withholdings may include contributions towards any company sponsored welfare plan, loan or insurance plan. The salary payable to you is on a cost to company basis and the Company has the right to structure the components of the salary in accordance with applicable laws and its policies on that behalf.

None of your rights to receive any form of compensation payable pursuant to this offer may be assigned or transferred except by operation of law. Any other attempted assignment, transfer, conveyance or other disposition of your right to compensation or other benefits shall be null and void. The Company will pay, or reimburse you for, all pre-approved, reasonable and adequately substantiated expenses you incur in connection with the performance of your duties, provided that you obtain appropriate advanced approvals of such expenses.

Employee Signature with Date Niharika sadamani 2022-09-19

MediaMint (A unit of Vuchi Media Pvt Ltd.)
5th Floor, Gutenberg IT Park, Kalajyothi Road, Kondapur, Hyderabad 500084.
+91 90300 62601, +91 90300 62602 | info@mediamint.com | www.mediamint.com
Zippr: MDMT1000

Benefits

As a full-time employee of the Company, you will be eligible to participate in Company-sponsored benefits and be a member of any employee benefit plans that the Company may establish and are generally available to other employees of the Company, including medical insurance coverage, life insurance, employee stock purchase plans and incentive compensation plans. Except as specifically described in this letter, however, the Company is under no obligation to offer any particular benefits. The Company reserves the right to cancel or change the benefit plans and programs it offers to its employees at any time, provided that any such cancellation or change shall be carried out in a manner that does not discriminate between employees of the same level.

You will be entitled to Ten (10) days of Paid Time Off ("PTO") annually with full compensation and benefits during PTO periods. PTO includes vacation time and can be taken in ½ day increments. You may take PTO at such time or times as you and the Company mutually agree in writing. Your PTO time will accrue at a rate of 0.83 days per month of service. If you need to take off more time than you have accrued, then the additional time will be unpaid. The Company encourages you to use all earned PTO each year. As a result, you may only accumulate a maximum of two times the PTO that you are eligible to accrue so that at any given point in time your total PTO entitlement does not exceed 45 days. Once you have accrued the maximum, you will cease accruing additional PTO until PTO time is taken so that the accrual amount has been brought below the maximum.

Subject to the applicable policies, you may also be entitled to casual or sick leave of not more than 10 days annually. You can avail sick or casual leave of not more than 1 day in continuance. Any leaving exceeding 1 day would be treated as Paid Leave. Casual leaves would lapse at the end of year and cannot be accumulated.

Probation Period

You will be under probation for the first three months from the date of your actual joining. Your employment would be confirmed on finding your performance satisfactory. If your performance is found unsatisfactory during the probation period, the Company may terminate your employment after serving you a written notice of seven (7) days at any time during the first 3 months of employment.

Guaranteed Service from Employee Clause

Acceptance of this offer also implies that you will not leave the company at your will within 12 months of joining. This is to ensure that the training and knowledge imparted during this phase is adequately put to use and that there is no disruption to the client services function of the company. In the event you give written notice to terminate your employment within 12 months of joining, you agree to pay to the Company the amount equivalent to 18% of your annual fixed compensation outlined as "**Total (A1)- Fixed Pay**" in the section "Benefits, Details and Other Terms". In addition to the compensation payout, you will also agree to serve ninety (90) days of notice period to transition the job responsibilities to another member of the Company. The decision to accept the relieving is subject to the approval of the Business Unit Head.

Employee Signature with Date Niharika sadawani 2022-09-19

MediaMint (A unit of Vuchi Media Pvt Ltd.)
5th Floor, Gutenberg IT Park, Kalajyothi Road, Kondapur, Hyderabad 500084.
+91 90300 62601, +91 90300 62602 | info@mediamint.com | www.mediamint.com
Zippr: MDMT1000

Non-compete and Non-solicit

You covenant with the Company that for the consideration payable to you under this offer, which you agree is sufficient, you acknowledge and agree that in order to protect the goodwill related to the business of the Company, a post-termination employment restriction is reasonable and necessary. You further acknowledge and agree that the nature of the Company's business is such that if you were to become employed by, or substantially involved in, the business of a competitor of the Company during the thirty-six (36) month period immediately following the termination of your employment, such employment or involvement would present a risk of actual disclosure of the Company's trade secrets and confidential information. Thus, in order to both ensure that the goodwill related to the business of the Company is protected, and to avoid misappropriation of the Company's trade secrets and confidential information, during the term of your employment and for thirty six (36) months thereafter you agree not to directly or indirectly engage in (whether as an employee, consultant, agent, proprietor, principal, partner, major stockholder, corporate officer, director or otherwise), nor have any ownership interest in, nor participate directly or indirectly (whether on your own or through your family members, relations, friends and other associates) in the financing, operation, management or control of, any person, firm, corporation or business that is competitive with the Company (other than investments in professionally managed funds over which you, your family members, relatives, friends and other associates do not have control or discretion in investment decisions and investments in publicly traded companies, so long as your beneficial ownership does not exceed 2% of the public companies outstanding voting stock) in India.

For the consideration payable to you in terms of this offer, you further undertake that for a period of thirty six (36) months after you cease (for whatever reason including termination or resignation) to be an employee of the Company you will not directly or indirectly (a) approach, solicit or deal with in competition with the Company any person, firm or company or other organization who or which during the thirty six (36) months preceding the termination date was a customer or client of the Company with whom you had personal contact on behalf of the Company, (b) induce or procure or attempt to induce or procure any person who on your termination date is or was in the thirty six (36) months preceding your termination date an employee or consultant of or under a contract of services to the Company to leave whether or not such person would commit a breach of his or her employment or appointment by reason of leaving the service of the Company.

Employment at Will

Beyond the initial 12 months (See Guaranteed Service from Employee Clause), your employment with the Company will not be for any specific period of time and is "at will". This means that both you and/or the Company are each free to terminate your employment relationship at any time for any reason, with or without cause, or for no reason at all, with eight (8) week's written notice after the first 12 months of the contract period. After 12 months, in the event you provide less than eight (8) week's written notice to terminate your employment, you agree to pay to the Company the amount equivalent to your fixed compensation, pro-rated for the shortfall in the number of days of the notice period.

Employee Signature with Date Niharika sadawani 2022-09-19

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The Company can terminate your employment with adequate notice or remuneration in lieu thereof; eight (8) weeks' notice for general separation or four (4) weeks' notice for unsatisfactory performance. In the event of your resignation, the Company, at its sole discretion shall have the option to waive the notice period partly or fully without paying you any salary or compensation for the notice period so waived. This rule does not apply during the probation period. However, please note that the Company reserves the right to terminate your employment at any time without notice or payment for cause including misdemeanour, misconduct or negligence, willful misconduct, repeated failure to comply with lawful directions, breach of the terms of your employment and breach of representation, unethical business conduct, breach of any statutory duty or for any act or omission adversely affecting the goodwill, reputation, credit, operations or business of the Company. For the avoidance of doubt, it is clarified that you shall not in any manner, whether directly or indirectly, whether through associates, relatives or otherwise, accept or benefit from, or otherwise encourage payment or receipt of any bribe, rebate, payoff, influence payment, kickback or other similar payment while dealing with any third parties/vendors for and on behalf of the Company. In case, during the course of your employment or as on the date of this offer you become aware of any of your relatives, friends, associates being involved with, or otherwise interested in, any transaction/dealing of the Company, it shall be your duty to promptly inform the Company together with all relevant details.

Further, the Company shall be entitled to terminate your services in the event you become disabled, which would include your remaining sick for a period of one (1) month continuously or for an aggregate period of two (2) months over a one (1) year period or in case you are unable to fulfill your duties because of any physical or mental ailment/illness.

Upon termination of your employment, for any reason whatsoever, you shall immediately hand over all papers, documents, security pass and/ or identity card and other property belonging to the Company which may be in your possession or custody, and hereby undertake not to make or retain copies in any form or replica of any such items. Also, at the time of termination of your employment, the Company shall pay the amounts accrued to you after making deductions, to the extent, such sums are due to be paid by you to the Company.

Furthermore, upon termination of your employment you shall automatically vacate all offices held by you as a result of your employment with the Company and also handover any premises being leased or provided to you for your benefit by the Company.

This is the full and complete agreement between you and the Company. Any statements or representations to the contrary (and, indeed, any statements contradicting any provision in this letter) should be regarded by you as ineffective. By accepting this offer, you represent that you are (a) familiar with the foregoing covenants not to compete and not to solicit and (b) fully aware of your obligations arising as a result of accepting this offer including, without limitation, the reasonableness of the length of time, scope and geographic coverage of these covenants. If you violate the terms of this offer,

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you understand and agree that you irrevocably forfeit all your rights to any future payments due to you under this offer and liable for compensatory and punitive damages as determined by arbitration or a court of law. You confirm and agree that by accepting the terms of this offer, you declare that you have not been arrested, or convicted of, or cautioned for, or charged but not yet tried with any offence or crime, even though subject of a pardon, amnesty, or other similar legal action and there is no lawsuit, arbitration, administrative or other proceeding or governmental investigation pending or, to the best of your knowledge, threatened against you and that you have not been the subject of any adverse court judgment which threatens your solvency or substantially compromises your financial security. If a judgment has been made against you at any time prior to this offer of employment, you must disclose this fact to the Company, if intending to accept this offer. The Company reserves the right to terminate your services at any stage of your employment if at any time it is discovered that such declaration is materially untrue.

Although your job duties, title, compensation and benefits, as well as the Company's personnel policies and procedures, may change from time to time, the "at will" nature of your employment may only be changed in an express written agreement signed by you and the Chairman of the Board of Directors of the Company. Further, your participation in any stock option or benefit program is not to be regarded as assuring you of continuing employment for any particular period of time. You should also be aware that the Company may, in the future, require current and future employees in certain positions to execute a bond or be subjected to background checks for security purposes as a condition of employment. No severance shall apply or be paid upon termination of employment, unless otherwise committed to in writing.

In the unlikely event of a dispute between Company and you arising out of your employment or the termination of your employment, we each agree to submit our dispute to binding arbitration in Hyderabad, India in accordance with the Indian Arbitration and Conciliation Act, 1996 then in effect. This means that there will be no court trial of disputes between us concerning your employment or the termination of your employment. Except for provisions of your Proprietary Information and Inventions Agreement, this arbitration provision is intended to apply to all aspects of the employer-employee relationship, including but not limited to any claims of employment, discrimination or harassment under applicable law to the fullest extent possible.

This letter sets forth the terms of your employment with the Company and supersedes any prior representations or agreements, whether written or oral. A duplicate original of this offer letter and the Proprietary Information and Inventions Agreement is also enclosed. To accept this offer, please sign and return both copies of this offer letter and the enclosed Proprietary Information and Inventions Agreement to: Vuchi Media Pvt Ltd, 5th Floor, Gutenberg IT Park, Kala Jyothi building, Masjidbanda, Hyderabad 500084 India. We will then return one fully executed copy of each document to you. Should you have any questions in regard to this employment offer, please contact us.

Employee Signature with Date Niharika sadawani 2022-09-19

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BENEFITS, DETAILS AND OTHER TERMS

Name	Sadamani Niharika
Job Title - Grade	Associate I-A1
Work Location	Hyderabad, India
Date of Joining	19th Sep 2022

Compensation Details		
Salary Components	**Average Monthly**	**Annual**
Basic Salary	8,830	105,965
House Rental Allowance	3,532	42,386
Transport Allowance	4,000	48,000
Medical Allowance	1,250	15,000
Meal Vouchers	0	0
Other Allowance	75	903
Statutory Bonus	736	8,827
Provident Fund (EPF) Employer Contribution*	1,950	23,400
ESI Employer Contribution**	599	7,185
Performance Bonus***	1,104	13,246
Total (A)	**22,076**	**264,912**
Shift Allowance****	4,000	48,000
Group Medical Insurance (INR 2,00,000 cover)		0
Group Accident Coverage (INR 5,00,000 cover) & Group Term Life Insurance		1,000
Gratuity		5,097
Benefits (B)	**4,000**	**54,097**
Total Cost To Company CTC (A+B)	**319,009**	

*** Employee and the Employer PF is credited directly to the EPF Account from MediaMint.**
*** Standard Tax deductions and EPF Guidelines will be applicable and your final paycheck amount may vary.**
*** Work from Home option is subject to the process head. Whenever required, employee should be ready to work from the office as per business requirements and planned training.**
*** Food Allowance - Sodexo Meal Vouchers (only for applicable)**

OTHER BENEFITS	
Holidays	10 (8 mandatory, 2 optional)
Paid Time Off (PTO)	10 days
Sick Leave	10 days
OTHER TERMS	
Timings:	Based on rotation
Guaranteed Out-Clause	12 Months

Employee Signature with Date Niharika sadamani 2022-09-19

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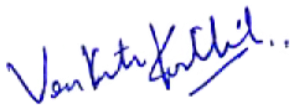
We look forward to you joining Vuchi Media Private Limited and are confident that the association shall be mutually rewarding.

Sincerely,



Venkata Karthik
Associate Director - Human Resources

Employee

Sadamani Niharika
I have read, understand, agree and accept all of the above terms.

Niharika sadamani 2022-09-19

Signature Date

Niharika Sadamani

Full Name

Niharika Sadamani

Permanent Address

Logh-71,H.no :- 2-126, Housing board colony,Medchal,Medchal, Telangana,501401.

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Vuchi Media Private Limited
PROPRIETARY INFORMATION AND INVENTIONS AGREEMENT

In consideration of my employment by Vuchi Media Private Limited ("Company"), I hereby agree as follows:

1. Definitions.

(a) "Intellectual Property Rights" means any and all (by whatever name or term known or designated) tangible and intangible right, title, interest, and benefit (including, without limitation, to make, use, or sell under patent law; to copy, adapt, distribute, display, and perform under copyright law; and to use and disclose under trade secret law), whether now known or hereafter existing , including, without limitation (a) rights associated with works of authorship throughout the universe, including, but not limited to copyrights, moral rights, and mask-works, (b) trademark and trade name rights and similar rights (including all goodwill associated with such marks, names and rights), (c) trade secret rights, (d) patents, design and other industrial property rights, (e) all other intellectual property and proprietary rights (of every kind and nature throughout the universe and however designated) (including, without limitation, character rights, "rental" rights and rights to remuneration), whether arising by operation of law, contract, license or otherwise, and (f) all registrations, provisional applications, applications, renewals, extensions, continuations, divisions or reissues thereof now or hereafter in force throughout the universe (including, without limitation, rights in any of the foregoing).

(b) "Proprietary Information" means trade secrets, confidential knowledge, data or any other nonpublic information of Company. By way of illustration but not limitation, "Proprietary Information" includes (1) all information embodying or relating to Company's Intellectual Property Rights which Company has not made public; and (2) information regarding plans for research, development, new products, marketing and selling, business plans, business opportunities, procedures, methods, budgets and unpublished financial statements, licenses, prices and costs, suppliers and customers; and information regarding the skills and compensation of other employees of Company. "Proprietary Information" does not include information that (i) is in the public domain by reason of prior publication not directly or indirectly resulting from my act or omission, (ii) was already properly known to me (other than in connection with this arrangement) without restriction at the time of Company's disclosure to me or (iii) was independently developed by me without use of Proprietary Information or Company facilities or materials. Without limiting the generality of the foregoing, "Proprietary Information" does not include information or techniques which are generally known in my industry and which are not specific to Company or the services to be performed in connection with my employment by Company.

(c) "Third Party Information" means any information, knowledge, or data that Company, its contractors, or I receive from any third party (including any parent, subsidiary, related or affiliated entity of such third party) directly or indirectly, in tangible or intangible form, or which Company, its contractors, and/or I develop while providing services to such third party, if such information, knowledge or data would be Proprietary Information if owned by Company, or if such third party has received it in confidence from others, or if Company is otherwise obligated to maintain the confidentiality of such information and to use it only for certain limited purposes.

(d) "Works" includes all materials that I create, develop or conceive, either alone or jointly with others, (1) during the period of my employment with Company, (2) as a consultant working for Company, and (3) within one year after my employment with Company, if such materials relate to the actual or anticipated business activities of Company and/or its customers, or are suggested by work that I am performing for Company and/or its customers and shall include, without limitation, inventions, innovations, works of authorship, ideas, products, devices, equipment, information, data, databases, systems, lists, computer source code and object code (including, without limitation all specific implementations thereof, such as html encoded files and other files intended for use in electronic communications networks and systems), mask works, drawings, artwork, notes, memoranda, specifications, devices, formulas, and documents of any nature; any computer program, modification, addition, enhancement, new version, sequel, adaptation, design, plot, theme, character, concept, audiovisual display, or interface element, in any medium or form whatsoever, whether interactive or linear and whether now known or unknown, that is derived in any manner from the work that I perform for Company, or any part or aspect thereof, or that uses or incorporates any materials or any tangible component thereof or Intellectual Property Right contained within any larger project with which I am involved as an employee or consultant of Company; any derivative work of any material that I create as an employee or consultant of Company, and thereafter during the period described above, or any material owned and/or provided by the customer (including an affiliate of the customer) to which Company is providing services, or any aspect thereof, including, without limitation, any computer programming incorporated in any of the foregoing; and any and all copies thereof, whether stored electronically or made tangible through any other medium.

VUCHI MEDIA PRIVATE LIMITED HYDERABAD

Employee Signature Niharika sadawani 8

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2. Recognition of Company's Rights; Nondisclosure.

(a) Proprietary Information. At all times during the term of my employment and thereafter, I will hold in strictest confidence and will not disclose, use, lecture upon or publish any of Company's Proprietary Information , except as such disclosure, use or publication may be required in connection with my work for Company, or unless an officer of Company expressly authorizes such in writing. My nondisclosure obligation hereunder includes the obligation not to disclose any portion of a Work containing Proprietary Information or from which the nature or content of the Proprietary Information may be reasonably deduced. My nondisclosure obligation hereunder shall continue until the Proprietary Information ceases to be Proprietary Information, unless applicable law requires that the obligation terminate after a specific term, in which event the obligation shall terminate at the end of the longest term permitted by law.

(b) Third Party Information. During the term of my employment and thereafter, I will also hold Third Party Information in the strictest confidence and will not disclose, use, publish or divulge Third Party Information to any person, firm or corporation, in any advertising regarding Company or in any manner or connection whatsoever (to anyone other than Company personnel who need to know such information in connection with their work for Company), unless expressly authorized by an officer of Company in writing and an authorized representative of the third party or parties from whom the information is received. My nondisclosure obligation hereunder includes the obligation not to disclose any portion of a Work containing Third Party Information or from which the nature or content of the Third Party Information may be reasonably deduced.

(c) Legal Obligation. In the event that I or any of my representatives are under legal obligation in any administrative or judicial circumstances to disclose any Proprietary Information or any Third Party Information, I shall forthwith and promptly notify Company of the same so that the Company may obtain an appropriate protective order.

3. Assignment of Works and Intellectual Property Rights.

(a) Work for Hire and Assignment. I acknowledge that all Works that constitute original works of authorship and are made by me (solely or jointly with others) within the scope of my employment are authored by me under instructions from and for and on behalf of the Company and shall be owned absolutely and exclusively by the Company. To the extent that the ownership of any Work (or the Intellectual Property Rights contained therein) does not vest in the Company by operation of law or otherwise, I hereby agree that I am assigning and will assign to Company on a worldwide perpetual basis all my right, title and interest in and to any and all Works and the Intellectual Property Rights contained therein. I agree that I will take such additional actions and execute such other documents as Company may request to vest absolute title to the Works in Company, and to the extent that I am legally prevented from transferring all of my rights in any Works to Company, I will take such actions as Company requests to achieve the parties' intentions under this Section 3 to the fullest extent permitted by law. I acknowledge and confirm that the ongoing employment remuneration received by me from the Company constitutes adequate and sufficient consideration for the above assignment.

(b) Moral Rights. To the extent that my work for Company results in the creation of any rights of paternity, integrity, disclosure and withdrawal or any other rights in connection with the Works that may be known as or referred to as "moral rights," I hereby waive all such rights in favor of Company and grant to Company the right to modify any Works in connection with the development, manufacturing, marketing, distribution, public performance and/or public display of the such Works, either separately or as incorporated into any project or projects currently or subsequently undertaken by Company. I further agree not to institute or authorize any other party to institute any action on the grounds that Company's use of any Works, now or in the future, constitutes an infringement of any of my moral rights or are in any way a distortion, mutilation or other modification of the Works to the prejudice of my honor or reputation.

(c) Rights of Publicity. To the extent that any Works incorporate the use of my name, or pictures, drawings, images, or caricatures of me, including, without limitation, computer-generated drawings and images, I irrevocably and absolutely consent that any and all such materials be used, published, copied, in whole or in part, without personal identification, for illustration (including incorporation into Company's products), trade, advertising, marketing, and promotion of Company and its products in any medium. I release and discharge Company, its assigns and designees (including any agency, client, broadcaster, electronic bulletin board or internet service provider, periodical or other publication) from any and all claims and demands arising out of or in connection with the use of such materials, including, but not limited to, any claims of defamation, invasion of privacy or right of publicity.

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(d) License to Intellectual Property Rights. To the extent that any of the Works are derived from or require the use by Company of any works that I own which are not assigned hereby, I hereby grant Company an irrevocable, perpetual, transferable nonexclusive worldwide royalty-free license, with right of sublicense, to use, modify and create derivative works using such works, but only to the extent necessary to permit Company to fully realize its ownership rights in the Works.

(e) License to Unassigned Works. To the extent that I am unable assign to Company any of my right, title or interest in any Work under applicable law, I hereby grant to Company an irrevocable, worldwide, fully paid, exclusive, perpetual license to such Work to use, modify, sublicense and assign the Work, and to assign this license, and to exercise all rights and incidents of ownership of the Work in protecting Company's and Consultant's Intellectual Property Rights in the Work. The term of license granted hereby shall be the greater of five (5) years or the maximum term permitted by applicable law and shall automatically renew for successive periods of equal length unless Company terminates the license by notifying Consultant in writing of such termination.

4. Enforcement of Intellectual Property Rights.

(a) I will assist Company in every proper way to obtain and from time to time enforce Intellectual Property Rights relating to the Works in any and all countries. To that end I will execute, verify and deliver such documents and perform such other acts (including appearances as a witness) as Company may reasonably request for use in applying for, obtaining, perfecting, evidencing, sustaining and enforcing such Intellectual Property Rights and the assignment thereof. In addition, I will execute, verify and deliver assignments of such Intellectual Property Rights to Company or its designee. My obligation to assist Company with respect to Intellectual Property Rights relating to such Works in any and all countries shall continue beyond the termination of my employment, but Company shall compensate me at a reasonable rate after my termination for the time actually spent by me at Company's request on such assistance.

(b) In the event Company 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 paragraph, I hereby irrevocably designate and appoint Company 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 paragraph with the same legal force and effect as if executed by me. I hereby waive and quitclaim to Company any and all claims, of any nature whatsoever, which I now or may hereafter have for infringement of any Intellectual Property Rights assigned hereunder to Company. At Company's request, I will execute one or more additional powers of attorney before a notary public to give effect to this provision.

5. Obligation to Keep Company Informed.

(a) During the period of my employment and for one (1) year after termination of my employment with Company, I will promptly disclose to Company fully and in writing all Works authored, conceived or reduced to practice by me, either alone or jointly with others. In addition, I will promptly disclose to Company all patent applications filed by me or on my behalf within a year after termination of employment. At the time of each such disclosure, I will advise Company in writing of any works that I believe should not be regarded as Works; and I will at that time provide to Company in writing all evidence necessary to substantiate that belief. The Company will keep in confidence and will not disclose to third parties without my consent any proprietary information disclosed in writing to Company pursuant to this Agreement relating to Works that I disclose in this manner and I will preserve the confidentiality of any work that constitutes a Work.

(b) 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 Company) of all Proprietary Information developed by me and all Works made by me during the period of my employment at Company, which records shall be available to and remain the sole property of Company at all times.

6. Prior Inventions. Works, if any that I made prior to the commencement of my employment with Company, are excluded from the scope of this Agreement. To preclude any possible uncertainty, I have set forth on Exhibit A attached hereto a complete list of all works that I have, alone or jointly with others, conceived, developed or reduced to practice or caused to be conceived, developed or reduced to practice prior to the commencement of my employment with Company, that (i) I consider to be my property or the property of third parties



Employee Signature Niharika sadawani 10

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(ii) embody any material Intellectual Property Rights, and (iii) I wish to have excluded from the scope of this Agreement. If disclosure of any such invention on Exhibit A would cause me to violate any prior confidentiality agreement, I understand that I am not to list such inventions in Exhibit A but am to inform Company that all such inventions have not been listed for that reason.

7. E-Mail Messages and Internet Usage. I acknowledge that all e-mail messages that I produce, send or receive while at Company facilities or using Company equipment are the property of the Company. I also understand and acknowledge that the Company may monitor and inspect all such messages and may also monitor and control the communications that I initiate or receive through the Internet while at Company facilities and while using Company equipment in any location. I acknowledge that I have no right to or expectation of privacy in such communications. I will cooperate with the Company in its implementation of such security and control measures as it may implement from time to time with respect to e-mail and Internet communications and shall take all reasonable precautions to ensure that the confidentiality of any such communications containing Proprietary Information or Third Party Information is maintained.

8. Additional Activities. I agree that during the period of my employment by Company I will not, without Company's express written consent, engage in any employment or business activity other than for Company.

9. No Improper Use of Materials. During my employment by Company I will not improperly use or disclose any confidential information or trade secrets, if any, of any former employer or any other person to whom I have an obligation of confidentiality, and I will not bring onto the premises of Company any unpublished documents or any property belonging to any former employer or any other person to whom I have an obligation of confidentiality unless consented to in writing by that former employer or person. I will use in the performance of my duties only information which is generally known and used by persons with training and experience comparable to my own, which is common knowledge in the industry or otherwise legally in the public domain, or which is otherwise provided or developed by Company.

10. No Conflicting Obligation. I represent that my performance of all the terms of this Agreement and as an employee of Company does not and will not breach any agreement to keep in confidence information acquired by me in confidence or in trust prior to my employment by Company. I have not entered into, and I agree I will not enter into, any agreement either written or oral in conflict herewith.

11. Return of Company Documents. When I leave the employ of Company, I will deliver to Company any and all drawings, notes, memoranda, specifications, devices, formulas, and documents, together with all copies thereof, and any other material containing or disclosing any Works, Third Party Information or Proprietary Information of Company. I further agree that any property situated on Company's premises and owned by Company, including disks and other storage media, filing cabinets or other work areas, is subject to inspection by Company personnel at any time with or without notice. Prior to leaving, I will cooperate with Company in completing and signing Company's Termination Statement For Technical And Management Personnel.

12. Legal And Equitable Remedies. Because my services are personal and unique and because I may have access to and become acquainted with the Proprietary Information of Company, Company shall have the right to enforce this agreement and any of its provisions by injunction, specific performance or other equitable relief, without bond and without prejudice to any other rights and remedies that Company may have for a breach of this agreement.

13. Notices. Any notices required or permitted hereunder shall be given to the appropriate party at the address specified below or at such other address as the party shall specify in writing. Such notice shall be deemed given upon personal delivery to the appropriate address or if sent by certified or registered mail, three (3) days after the date of mailing.

14. General Provisions.

14.1 Governing Law. This Agreement will be governed by and construed according to the laws of the Republic of India.

14.2 Entire Agreement. This Agreement is the final, complete and exclusive agreement of the parties with respect to the subject matter hereof and supersedes and merges all prior discussions between us. No modification of or amendment to this Agreement, or the waiver of any rights under this Agreement, will be effective unless in writing and signed by the party to be charged. Any subsequent change or changes in my duties, salary or compensation will not affect the validity or scope of this agreement.



Employee Signature Niharika sadamani 11

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I agree to be bound by the terms of this agreement in my capacity as a consultant if I perform any work for Company as a consultant during the term of my employment.

14.3 Severability. If one or more of the provisions in this agreement are deemed unenforceable by law, then such provision will be deemed stricken from this agreement and the remaining provisions will continue in full force and effect.

14.4 Successors And Assigns. This Agreement will be binding upon my heirs, executors, administrators and other legal representatives and will be for the benefit of Company, its successors, and its assigns.

14.5 Survival. The provisions of this agreement shall survive the termination of my employment and the assignment of this agreement by Company to any successor in interest or other assignee.

14.6 Employment. I agree and understand that nothing in this agreement shall confer any right with respect to continuation of employment by the company, nor shall it interfere in any way with my right or Company's right to terminate my employment at any time, with or without cause.

14.7 Waiver. No waiver by Company of any breach of this agreement shall be a waiver of any preceding or succeeding breach. No waiver by Company of any right under this agreement shall be construed as a waiver of any other right. The Company shall not be required to give notice to enforce strict adherence to all terms of this agreement.

This Agreement shall be effective as of the first day of my employment with Company.

I have read this Agreement carefully and understand its terms. I have completely filled out Exhibit A to this Agreement.

Dated: 2022-09-19

Employee Signature:

Niharika sadamani

Print Name:

Niharika Sadamani

ACCEPTED AND AGREED TO:

Vuchi Media Private Limited

By:

Name: VENKATA KARTHIK

Title: ASSOCIATE DIRECTOR - HUMAN RESOURCES

Date: 2022-09-19

Signature Certificate

Reference number: FX7OA-CUABK-X9FV7-IHEE4

Signer	Timestamp	Signature

Niharika Sadamani
Email: niharika.sadamani@mediamint.com

Sent:	19 Sep 2022 05:49:33 UTC
Viewed:	19 Sep 2022 07:00:13 UTC
Signed:	19 Sep 2022 07:05:58 UTC



Recipient Verification:

✔Email verified	19 Sep 2022 07:00:13 UTC

IP address: 106.76.208.230
Location: Hyderabad, India

Document completed by all parties on:
19 Sep 2022 07:05:58 UTC

Signed with PandaDoc

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PRIVATE AND CONFIDENTIAL

Reference No. - 1384210313
Applicant ID - 5140813

30-Mar-2022

Shaik Shaheen

Dear Shaik,

We take great pleasure in extending an offer to you for being a part of ICICI Bank.

Please find enclosed the job offer letter.

Please quote your reference number, which is appearing on the top of this letter for all future correspondence.

In case you have any queries please feel free to contact at the below mentioned details:

E-Mail Address : icicicareers@icicibank.com

Telephone No. : 022-71872500

Yours sincerely,

ICICI Bank HR Team

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

Tel.: (91-22) 2653 1414
Fax: (91-22) 2653 1122
Website www.icicibank.com
CIN.: L65190GJ1994PLC021012

Regd. Office : ICICI Bank Tower
Near Chakli Circle,
Old Padra Road,
Vadodara 390 007, India.

ICICI Bank

PRIVATE AND CONFIDENTIAL

Reference No. - 1384210313
Applicant ID - 5140813
30-Mar-2022

Shaik Shaheen

Dear Shaik,

We are pleased to make you an offer of appointment as S1 grade in ICICI Bank. You will be placed in PHONE BANKING-SERVICE at HYDERABAD - GACHIBOWLI_RO.

The details of your remuneration and benefits are given in Annexure.

The following are the terms and conditions of the appointment.

Commencement/Term:

a) You shall be required to join the Bank on or before 11-Apr-2022.

b) You will be on probation for a period of one year or such extended period as may be decided by the Bank based on your performance during the probation period.

c) On satisfactory completion of your probation period, including that of extended period, if any, you will be confirmed in the services of the Bank in writing.

Other Terms and Conditions of Service:

- **Professional Ethics & Confidentiality:** While you are in the services of the Bank, you are not permitted to carry on any business or profession or enter, 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. You will devote your whole time and attention to your office work to promote the interest of the Bank. You will not divulge details like your compensation structure (CTC), performance rating, performance bonus amount, increment, etc. and will not divulge to any person or utilize any of the Bank's secrets or other related information (which you may possess by reason of your association with the Bank) with any external agencies, press etc. outside the Bank. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.
- **IT Security Practice & Procedures:** While you are in the services of the Bank, you will adhere to the IT Security Practice & Procedures as prescribed by ICICI Bank. Any instance/s of violation or any attempted violation of the aforesaid IT Security Practices and Procedures on your part shall result in disciplinary action.

Reference No. - 1384210313
Shaik Shaheen

- **Notice Period:** In case you decide to leave the Bank's services during probation period or after confirmation, you will be required to give thirty days' notice. The Bank in its sole discretion can decide to waive off/reduce the notice period depending upon the exigencies. In such case, you would be required to pay to the Bank the gross salary for the notice period so reduced/waived off.

  After confirmation, your services would be liable to be terminated by the Bank, by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period.

- **Transfer:** The Bank shall have the right to transfer/depute you to any of its offices or ICICI group companies in India and abroad.

- **Joining Competitor:** In the event of termination of your services by the Bank or your resignation from the services of the Bank, you shall not join any Banking or Financial Services Company for a period of six months from the date of resignation/termination.

- Please note that during the course of your services with the Bank or in the event of cessation of your services in future, due to any reason whatsoever, you shall, for a period of six months from the date of such cessation, directly or indirectly, either on your own accord or on behalf or in conjunction with any other person/s, firm or company refrain/desist from canvassing or soliciting or attempting to or inducing any employee(s)/business associate(s) to leave their current employment with the Bank/Group Companies/Business Partners to join the services of your new employer/firm/company or any other competitor of the Bank/Group Companies/Business Partners. Any act in contravention of the above provision shall entail initiation of appropriate action as deemed fit by the Bank.

- Please note that during the course of your services with the Bank you cannot be a member of any anti-social/national outfits or of any outfit, which is declared as banned by the Government. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

Reference No. - 1384210313
Shaik Shaheen

- Please note that while joining the services of the Bank and during the course of your services with the Bank, you would be required to notify the Bank immediately with details of civil or criminal case/s instituted against you in any Court of Law or any complaint/show cause notice /prosecution with/by any Police Station or by any statutory authority, as also you will notify any outcome of such complaint like filing of Chargesheet /Arrest/Conviction/Acquittal/Discharge. Any act in breach of this term would entail initiation of appropriate action as deemed fit by the Bank.

- The Bank expects resolution of issue/s relating to your employment, if any, within the framework internally, at all times during your service period and even after cessation of service due to any reason whatsoever. As such please note that any attempt to bring any outside influence - directly or indirectly - upon any authority to further your interest/s in respect of matters pertaining to your services with the Bank would amount to breach of employment contract leading to initiation of appropriate action.

- Please note that during the course of your services with the Bank, you will not take part in any demonstration/agitation against the Bank and its official/s for or on behalf of any external bodies/political outfits- either as a member or as a sympathizer. Any act in contravention of the above would be treated as prejudicial to the interest and reputation of the Bank leading to initiation of appropriate action.

- **Termination of Employment:** Your services with the Bank are liable to be terminated:

    - Without assigning any reason and without giving any notice during probation period and after confirmation by giving thirty days' notice or on payment of thirty days' gross salary in lieu of the notice period and at any time during your services with the Bank in the event of

        a) Any breach of the conditions mentioned in this letter on your part

        b) Any incorrect information furnished by you like:

            - Mismatch in your previous employment data even for a day
            - Mismatch in your previous pay slip
            - Fake qualification certificates etc; and

        c) Suppression of any material information by you.

        d) Any breach of the Rules and Regulations of the Bank as applicable/may be made applicable to you from time to time.

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Reference No. - 1384210313
Shaik Shaheen

- **General:**
  - Your appointment and continuation in employment are subject to reference checks, qualifications and past employment details and successful completion of your course-graduation/post-graduation and submission certificates/ marksheets at the time of joining.
  - You will be bound by the Rules and Regulations of the Bank.
  - You will keep us informed of any change in your residential address.

If you are agreeable to the above mentioned terms and conditions, please intimate your acceptance to us by returning a copy of this letter, duly signed by you, within seven days of receipt. In case no confirmation is received within the above-mentioned period the appointment letter shall be deemed to have been withdrawn.

Yours sincerely,

RAJNISH SINHA

Digitally signed by RAJNISH SINHA
Date: 2022.03.30 14:01:03 +05:30
Reason: Offer Letter
Location: Mumbai

I have read all the terms and conditions of the offer and would like to confirm my acceptance.

Signature of Applicant

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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Reference No. - 1384210313
Shaik Shaheen

Annexure:

Remuneration:

- Your Base Salary will be Rs. 76,200/- (Rupees Seventy Six Thousand Two Hundred only) per annum.

- You will eligible for the Performance Linked Retention Pay, as per the policy of the Bank. Please note that there is no guaranteed performance bonus, subject to however provisions of the Payment of Bonus Act 1965, wherever applicable. The performance linked Retention pay would be payable to an employee only if the employee on the day of payout is on the rolls of the bank and he/she has not resigned and / or is serving notice period.

Supplementary Allowances:

- You will be eligible for a Supplementary Allowance of Rs. 87,900/- (Rupees Eighty Seven Thousand Nine Hundred only) per annum. Supplementary allowance will include –Conveyance / Travel Allowance, Telephone Reimbursement, LTA, Medical Reimbursement, Canteen and any other allowance. All the components of supplementary allowance are subject to limits and rules prescribed by Income tax act and policies of the bank.

- You will be eligible for HRA of Rs. 38,100/- (Rupees Thirty Eight Thousand One Hundred only) per annum.

- The composition of supplementary allowance can be decided once in a year. The unexercised amount of the supplementary allowance will be paid to the employee subject to deduction of tax at source.

Superannuation Allowances:

- You will be eligible for a Superannuation Allowance of Rs. 11,430/- (Rupees Eleven Thousand Four Hundred Thirty only) per annum.

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Reference No. - 1384210313
Shaik Shaheen

Benefits:

- Comprehensive Mediclaim Coverage for you and your immediate family up to Rs.400,000/-(Rupees Four Lakh only) per annum. Your immediate family includes yourself, your spouse and dependent children.
- You will also be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.
- The salary and perquisites including supplementary allowance are subject to limits and rules prescribed by the Income Tax Act / Rules and policies of the Company.
- Maternity leave benefits as defined under the Maternity Benefit (Amendment) Act, 2017 are offered to eligible women employees by the Bank. Details of all types of leaves including the Maternity leave benefits offered to employees and eligibility criteria for availing such benefits are notified by the Bank under "Employee Benefit Policies" available on the Bank's intranet which will be accessible upon joining the Bank.

Signature of Applicant

Digitally signed by RAJNISH SINHA
Date: 2022.03.30 14:01:04 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
Bandra-Kurla Complex
Mumbai 400 051, India.

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ICICI Bank

JOINING FORMALITIES

The process to join the Bank is by way of completing the online joining formalities. You are required to complete the online joining formalities within 5 days from the date of accepting offer letter. Please note that completion of online joining formalities is a mandatory process.

The login credentials are provided below:

URL: https://www.icicicareers.com/Careers/CP/CandidateLogin.aspx

Username: Registered email id or Applicant id

Password: Which has been already communicated to you through registered email id. In case, you do not remember the password, please use "forgot password "option to generate a new password.

Following documents (Photocopies) are required to be uploaded:

1) Self-attested copies of educational certificates and marksheets (X^{th}/XIIth/ Graduation/ Post graduation)
2) Work Experience Document
    a. Resignation accepted letter from current organisation
    b. Relieving letter from two previous employers or companies worked in last five years whichever is higher
3) Passport size Photograph (against Red background)
4) Address proof (Passport/Voter id/Ration card)
5) PAN Card

Please note that you are required to attend Induction program (I-Banker) on your date of joining. You shall be communicated about the date, time and venue for induction program (I-Banker) by your Recruitment Manager.

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ICICI Bank

Remuneration Details

Name : Shaik Shaheen
Position: **S1**
Group: OPERATIONS GROUP

	S1	
	Monthly	**Annual**
Basic	6,350	76,200
HRA	3,175	38,100
Supplementary Allowance *	7,325	87,900
Superannuation Allowance **	953	11,430
Total	**17,803**	**2,13,630**
Retirals		
Retirals (PF, Gratuity) ***	2,170	26,040
Total CTC	**19,973**	**2,39,670**
Performance Linked Retention Pay #	1,500	18,000
Total (incl PLRP)	**21,473**	**2,57,670**

* Supplementary allowance will include HRA, Additional HRA, Conveyance / Travel allowance, LTA, Medical, Canteen and any other allowance

*** You will be eligible for Retirement Benefits of the Bank; namely Provident Fund and Gratuity, in accordance with the statutory requirements and/or, as per Bank policy.

Please note that there is no guaranteed performance linked retention pay, subject to however provisions of the payment of Bonus Act 1965, wherever applicable.

Date: 30-Mar-2022

Digitally signed by RAJNISH SINHA
Date: 2022.03.30 14:01:05 +05:30
Reason: Offer Letter
Location: Mumbai

ICICI Bank Limited
ICICI Bank Towers
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Valiboo Private Limited

#272 OU Colony, Shaikpet, TS, 500008 | Khaja Colony, Kalaburagi, KA, 585104

To,
Munira S Khasanwala
Hyderabad, TS

Sub :Offer Letter

Job title
Your title will be Social Media Co-ordinator and will repord to the Company Representor, Mohamed Fahat.

Working schedule
This is a *full-time* position requiring approximately 6 Days a week. Your regular weekly schedule will be *from Monday to Saturday.*

Employment Relationship
Employment with the Company is for no specific period of time. Your employment with the Company will be “at will,” meaning that either you or the Company may terminate your employment at any time and for any reason, with or without cause. Any contrary representations that may have been made to you are superseded by this letter agreement. This is the full and complete agreement between you and the Company on this term. Although your job duties, title, compensation and benefits, as well as the Company’s personnel policies and procedures, may change from time to time, the “at will” nature of your employment may only be changed in an express written agreement signed by you and a duly authorized officer of the Company (other than you.)

This letter agreement supersedes and replaces any prior agreements, representations or understandings (whether written, oral, implied or otherwise) between you and the Company and constitute the complete agreement between you and the Company regarding the subject matter set forth herein. This letter agreement may not be amended or modified, except by an express written agreement signed by both you and a duly authorized officer of the Company.

You may indicate your agreement with these terms and accept this offer by signing and dating this agreement by 8th August 2021. Upon your acceptance of this employment offer, Valiboo Motley will provide you with the necessary paperwork and instructions.

Sincerely,
Mohamed Fahat

Signatures:

_____
Company Representative (Sign)

_____
Date

_____
Applicant (Sign)

_____
Date

CONFIDENTIAL

04th April'2022

Ms.Saddi Mounya Reddy
Plot no 26, Shanker Enclave, HAL Colony
Old Bowenpally, Secunderabad, 500011
Contact: +91- 7993492907

Dear Mounya,

Sub: Offer of Employment

We are pleased to offer you the employment as **Trainee-Script Writer**

Your annual remuneration will be **INR 3,00,000/- (Rupees Three Lakhs only)** per annum and the breakup of the same is attached in the **Annexure 1-A.**

You will be required to join us on or before **11th April'2022**.

The next annual salary review based on your performance will fall due in **April'2023** subject to the company policy from time to time

A detailed appointment letter indicating the terms and conditions of service will be issued to you after we complete the joining formalities & verification of your records. You are requested to produce this letter on your joining at the company.

Please furnish two references within two days of this offer.

Uma Mahesh Murty

Uma Mahesh Murty
Sr. Manager – HR

I agree to accept the offer on the Terms & Conditions mentioned in the above letter.

Signature: _____ Full Name Saddi Mounya Reddy Date: 18-Apr-2022

.

Annexure1–A

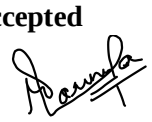
Ms.Saddi Mounya Reddy

Trainee-Script Writer **DOJ: 11th April ’2022**

Basic	15,000
HRA	7,500
Special Allowance	700
PF	1,800
Gross Monthly Salary	25,000
Deductions	3,800
Net Monthly Salary	21,200

Deductions	
PF (Self)	1,800.00
PF (Company)	1,800.00
PT	200.00
Total	3,800.00

Agreed & Accepted

Signature: 

Full Name: Saddi Mounya Reddy

Date: 18-Apr-2022

Uma Mahesh Murty

Annexure1–B

1. Academic records (SSC, Intermediate, Graduation, Post-Graduation) along with mark sheets.
2. Testimonials, Certification and proof of training programs attended
3. Photocopies of your passport,
4. Photocopy of PAN Card, Voter Card and Driving License.
5. Form 16 / Salary Certificate disclosing particulars and latest Salary slip
6. Relieving, Experience, Appointment and Offer letters from your previous Employer / Employers
7. 5 color photographs (with Maroon / Red background)
8. Photocopies of Business card and current company I.D card

Uma Mahesh Murty

xplorebee

June 30, 2022

Ms. Sreeja Maitra,
Plot No 41,
Madhura Enclave,
Secundrabad - 500010
Tel: 9182190150

CONTRACT LETTER

Dear Sreeja,

With reference to your recent subsequent discussions that you had with us; we are pleased to offer you an appointment as a **"Junior Associate – Social Media Marketing"** as a consultant with effect from **July 01, 2022** for a fixed amount of **Rs. 15150/- per month for a period of 1 Year** with subject to **TDS deduction @1%.**

Please sign and return a copy of this contract letter as a token of your acceptance.

On the date of your joining, please bring along the following original papers with you, together with a photocopy of each: -

- Proof of age
- Address Proof
- Pan Card
- Educational Certificates
- Two Passport size photograph

Please sign and return a copy of this contract letter as a token of your acceptance.

Yours faithfully,
For **Xplorebee Pvt. Ltd.**

Setare Irani Degamwala
Head – People & Culture

I, **Sreeja Maitra,** will join my duties as "**Junior Associate – Social Media Marketing"** with effect from **July 01, 2022** in accordance with the terms and conditions of your contract letter dated **June 30, 2022.**

SIGNATURE:

Offer: BUSINESS PROCESS SERVICES
Ref: TCSL/DT20222526650/Pune/BPS/BTN
Date: 22/11/2022

Mr. Akash Nair
Qr. No. 5-A
K-Pocket
Maroda Sector Bhilai
Bhilai-490006
Chhattisgarh
Tel# 91-7024276491

Dear Mr. Akash Nair,

Sub: Letter of Offer and Terms of Traineeship

Thank you for exploring training opportunities with **Tata Consultancy Services Limited(TCSL).** You have successfully completed our initial selection process and we are pleased to make you an offer as "Trainee BPS" for a period of 12 months. During this period you will be paid a stipend of Rs. **11,250/-** per month.You will be engaged as a Trainee / Apprentice under the model / certified Standing Orders (as the case may be) applicable to you.

Kindly confirm your acceptance of this traineeship by proposing your date of joining and signing Annexure 1. If not accepted within 7 days of receipt, this offer is liable to lapse at the discretion of the Company. You may handover your acceptance letter to the HR Officer/ Induction Officer at any of our offices.

After you accept this letter of traineeship and clear the medical check-up, and background check you will be given a letter of appointment as a trainee indicating the details of your joining date and initial place of posting after completing joining formalities as per company policy.

TCS decision of releasing the Offer of Traineeship and allowing you to join the organization before completion of your final Graduation examination which has been uncertainly delayed owing to COVID-19 Pandemic, shall not be construed as a waiver of the condition specified in the Terms of Traineeship under clause 'Pre-requisites of Traineeship'. The status of your Graduation completion will be reviewed periodically. The Management reserves the right to revoke this Offer of Traineeship if it is later established that you could not successfully complete your Graduation without any pending arrears/backlogs.

TATA CONSULTANCY SERVICES
Tata Consultancy Services Limited
Sahyadri Park, Plot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057
Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

OTHER BENEFITS

1. **Health Insurance Scheme**
   TCSL brings the benefit of health insurance cover to you and your dependents under the company's Health Insurance Scheme (HIS). You are automatically covered under a default HIS Plan.

   You have the flexibility to choose a plan which is higher than the existing default plan, by paying the applicable additional premium plus Service Tax, in which case the below benefits can be availed:

   a) Domiciliary Cover: This is a provision to cover the cost incurred towards any domiciliary treatment up to a specified limit for each insured person per annum.

   b) Base Cover: This is a provision to cover the cost incurred on hospitalization treatments up to a specified limit for each insured person per annum.

   c) Floater Cover: This benefit covers the hospitalization expenses incurred over and above the basic hospitalization cover limit. This is a family floater cover for you and your enrolled dependents.

   The total premium is split between Base Cover and Floater Cover Premium as per the plan applicable.

   i. Base Cover Premium: Towards Domiciliary and Base cover for self, spouse and up to 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.

   ii. Floater Cover Premium: Towards Floater cover is to be borne by you.

   *Note: The above Health Insurance Scheme is subject to revision. The policy changes if any, in future, will prevail . For further details, please refer to the policy document

2. **Professional Memberships:**
   You will be eligible for reimbursement of expenses towards professional membership as per **TCSL** 's policy.

3. **Social Security - Employees' State Insurance:**
   The company will contribute 3.25% of your stipend or such amount as determined by law towards ESI contribution till you remain covered under Employee's State Insurance Act, 1948.

4. **Compensation Benefits under ESI Act / Employees' Compensation Act:**
   If you are covered under Employees State Insurance Act (ESI Act), 1948 you are entitled to claim the benefits in the event of accidental injury resulting into death or disablement arising out of and in the course of employment, from Employees' State Insurance Corporation.

   If you are out of the purview of ESI Act, you will be eligible for compensation benefit in the event of death / disablement arising out of and in the course of employment as per the benefits under the Company's Afterlife Benefit Policy / Personal accident insurance scheme, whichever is applicable. For more details on this, refer TCS India policy - Afterlife Benefits and TCS India policy - Health Insurance after joining the organization.

   * Inclusion or exclusion of an employee under 'Employee State Insurance Corporation' is as defined as per the ESIC Act

5. **Night Shift Stipend:**
   Trainees assigned to night shifts for training would be eligible for a Night Shift Stipend of Rs. **200/-** per shift as per the company policy.

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Tata Consultancy Services Limited
Sahyadri Park, Plot No. 2 3, RGIP Phase III, Hinjawadi - Maan, Pune - 411 057
Tel: 91 20 6794 0000 Fax: 91 20 6794 0122 E-mail: tcs.pune@tcs.com, Website: http://www.tcs.com
Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

6. **Process Specific Stipend:**
Based on your allocation, to a process and on account of the process complexity involved, you may be eligible for additional process specific stipend, as defined by the Company.

TERMS OF TRAINEESHIP

1. **Traineeship Pre-requisites**
Your appointment as a Trainee / Apprentice under the model / certified Standing Order will be subject to successful completion of your graduation examination without any pending arrears / back logs during the entire course duration.

It is clearly understood, agreed and made abundantly clear that in case you do not successfully clear your graduation your traineeship with **TCSL** will be discontinued without any notice or notice pay

It is mandatory to declare the gaps / arrears / back log, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer of traineeship at any time at its sole discretion in case of any discrepancy or false information is found in the details submitted by you.

2. **Traineeship Period:**
During the period of your training of 12 months, you may be required to undergo classroom and on the job training. During this period, you may be appraised to evaluate your performance and if your performance is found to be satisfactory, you may be absorbed / appointed in the regular employment of the Company at its sole discretion.

It is hereby specifically clarified that the Company is under no obligation whatsoever to absorb / appoint you on regular basis upon successful completion of your training period of 12 months. You shall not be deemed to have been absorbed / appointed in the regular employment of the company, unless & until you receive a written communication in this regard from the Company.

If your performance is found unsatisfactory, **TCSL** may terminate your traineeship forthwith by giving you 30 calendar days' notice in writing or payment of stipend for 30 calendar days in lieu thereof.

If you remain on unauthorized absence for a consecutive period of 3 days during the training programme without authorisation or intimation, a presumption shall arise that you have abandoned your traineeship and the company shall be entitled to disqualify and disentitle you forthwith for any further training and your name is liable to be automatically stand discontinued from the list of ILP trainees without any further intimation / separate communication to you.

3. **Hours of Training:**
You may be required to undergo training in shifts and / or in extended training hours as permitted by law.

4. **Leave:**
You will be entitled for leaves as per the company's policy.

5. **Transport:**
TCS BPS provides company transport facility within a pre-defined radius for each location as defined in the company transport policy. TCS employees living beyond these boundaries would be required to make their own arrangements and the routes are predetermined and not permitted to be varied under any circumstances. The company will make appropriate provisions for those working in night shift as permitted by law/ policy.

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Registered Office 9th Floor, Nirmal Building, Nariman Point, Mumbai 400 021
Corporate Identification No. (CIN): L22210MH1995PLC084781

6. Alternative Occupation / Traineeship:

During the period of your traineeship at **TCSL** , you are not permitted to undertake any other traineeship, employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of the company.

7. Confidentiality, Data and Intellectual Property Protection:

As part of the joining formalities, you are required to sign a Confidentiality, Data and IP Protection Terms, which aims to protect the intellectual property rights and business information of **TCSL** and its clients. The detailed Confidentiality, Data and IP Protection related terms and conditions are set out in Annexure 2

8. 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.

It is essential that you understand the applicable Policy and / or the Guidelines of such flexible working and ensure adherence to TCS Security Policies/Protocols and Confidentiality obligations at all times.

9. 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 a trainee of **TCSL** .

10. Notice Period:

You will have to give at least 30 calendar days' prior notice in writing before discontinuing your traineeship with the Company. The Company may discontinue your traineeship by giving you 30 calendar days' notice in writing or payment of stipend for 30 days in lieu thereof.

11. Medical Test:

You are required to undergo a pre-Traineeship medical check-up and obtain a fitness certificate from the registered medical practitioner/Doctor. This is a pre-condition for Traineeship. Please collect the medical check-up authorization letter from the company HR executive, at the time of submitting your written acceptance of this offer. To verify your identification, we request you to carry a photograph and a photo identification document issued by government like passport, PAN card, Election Card, Driving License etc. If you are a campus recruit, you may produce your current educational institute`s photo identification card in the absence of government photo identification document.

Retention of reasonable medical fitness is also a condition of Traineeship. The company also reserves the right to get yourself examined by a doctor at any time during your Traineeship and futher employment(if absorbed in Regular Employment) to ascertain your medical fitness. The opinion of the doctor appointed by the company shall be final and binding on both parties. Your failure, refusal or inability to appear for such medical examination will result in the determination of your Traineeship or Employment as the case may be without any notice or notice pay in lieu of notice.

Your Traineeship or further Employment (if absorbed in Regular Employment) is liable to be discontinued / terminated on account of your continued ill health or if you are found to be medically unfit for the job as may be certified by the company's doctor.

12. Background Check:

Your traineeship will be subject to a background check in line with the Company's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are

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completed within one month of joining. If the background checks are unfavorable or at a variance with your own declarations, your traineeship will be discontinued without any notice.

13. Submission of Documents:

At the time of your joining traineeship, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Standard X and XII Mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a Post-graduate)
- Birth Certificate / Proof of Age
- Passport
- 6 photographs - passport size
- An affidavit / notarised undertaking that there is no criminal offence registered/pending against you.

Your original documents will be returned to you after verification.

14. Initial Learning Programme (ILP)

On joining **TCSL** as Trainee, you will be given the benefit of formal & on the job training ("Initial Learning Programme") at the location, as identified, for such a period as **TCSL** may decide. The said training programme forms a critical part of your traineeship and is an ongoing process. **TCSL** continues to make investment on training and development of its trainees. This will be of immense value to you and a large part of 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. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

15. Letter of Appointment

Your will be issued a letter of appointment on your joining and after completing joining formalities as per **TCSL** policy

16. Personal Data Processing:

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.

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 initiatives, global mobility, wellness program, statutory and legal requirements and specific organizational initiatives in force during your tenure in TCS.

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.

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.

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.

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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.

17. **Terms and conditions:**
The above terms and conditions of traineeship are specific to your traineeship period in India.

18. **Rules and Regulations of the Company:**
Your traineeship will be governed by the policies, rules, regulations, practices, processes and procedures of the Company as applicable to you and the changes therein from time to time.

19. **Compliance to all clauses:**
You will be required to fulfill all the terms and conditions mentioned in this letter of offer of traineeship. Any failure to fulfill any term and /or condition and/or failure to clear any test successfully would entitle **TCSL** in withdrawing this letter of traineeship at its sole discretion.

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Withdrawal of Offer
If you fail to accept the offer from **TCSL within 7 days, it will be construed that you are not interested in the Traineeship 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 sole 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: Acceptance
Annexure 2: Confidentiality, Data and Intellectual Property Protection Terms

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ANNEXURE 1

For the candidate to complete:

This is to confirm that I have received the letter of offer and Terms of Traineeship ref No **TCSL/DT20222526650/Pune/BPS/BTN** on _____ (MMM/DD/YYYY).
I hereby accept this Offer and intend to join traineeship on:

Signature:

Name:

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Annexure 2

Confidentiality, Data and Intellectual Property Protection Terms

1. Confidential Information

"Confidential Information" shall mean all Inventions and Know-how, information and material of TCS and its subsidiaries as applicable (Collectively termed as 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.

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 any 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 TCS . 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

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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.

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 Associate 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;

a) 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.

b) Participate in any activity for creation (including conception, design, development, testing, implementation, support or marketing) of any Intellectual Property for or on behalf of TCS or its affiliates if Associate has been exposed, directly or indirectly, to any Third Party IP which is in the same subject area (such as research area, technology or application area) as, or which is same or similar to, the Intellectual Property or any portion thereof, to be so created, unless;

i) Associate has expressly declared to TCS in a prescribed form whether such exposure was owing to publically available information or under and subject to any agreement; AND

ii) TCS has expressly confirmed to the Associate that TCS has proper authorization or license or approval of the respective owner of such Third Party IP to use the same in Intellectual Property or portion thereof to be created and authorized in writing Associate's participation in such activity.

c) knowingly access, make reference to or use any Third Party IP (except as permitted under Section 5(a), directly or indirectly, during the period of association with the creation (conception, design, development, testing, implementation, support or marketing) of TCS Intellectual Property or portion thereof, which is in the same subject area of TCS Intellectual Property or which is same or similar to such TCS Intellectual Property or portion thereof being created. In case, Associate access or is exposed to any such Third Party IP during such association, Associate shall promptly bring it to the notice of TCS IP asset owner or TCS project manager in writing and immediately cease to participate in any such activity

6. Security policies and Guidelines.

6.1 Associate agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Information Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

6.2 Associate acknowledge and agree that in the course of, and as a result of his/her engagement with TCS, Associate will have access to, obtain or come across personal data or information of other TCS Associates or Clients, including without limitation, sensitive personal data or information (collectively "Personal Data and Information") within the meaning of the applicable Indian Law and Rules or any other applicable Law, directive or regulation anywhere in the world. In respect of any such Personal Data and Information accessed, obtained,

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acquired or processed by Associate for and on behalf of TCS, its affiliates or Clients, Associate undertake that he/she will:

(a) process the Personal Data and Information only on behalf of TCS, its Affiliates or Clients, as the case may be, and only on and in accordance with instructions received from the data controller from time to time;

(b) abide by such technical and organizational measures necessary to prevent the accidental or unlawful destruction or accidental loss, alteration, un-authorized disclosure or access to the Personal Data and Information;

(c) promptly (and in any event within 24 hours of awareness) bring to notice of TCS or its Affiliates, as the case may be, of any actual or suspected incident of unauthorized or accidental disclosure of, or access to, the Personal Data and Information or other breach of this section (a "Security Breach");

(d) promptly provide TCS with all information in Associate's notice, possession or control concerning any Security Breach and not make any public announcement regarding a Security Breach without TCS's prior written consent;

(e) not do, or omit to do, anything, which would cause TCS or any of its employees, officers or agents to be in breach of its obligations under any privacy or data protection policy, regulation or legislation;

(f) upon expiry or termination of Associate's engagement with TCS, return all copies of the Personal Data and Information to TCS in Associate's possession or control; and

(g) promptly bring to TCS notice of any request received from a data subject to have access to his/her Personal Data and Information or of any other communication relating to the access, use or processing of any Personal Data and Information (including any notice from the regulatory body) and fully co-operate and assist TCS in relation to any such request or communication.

6.3 Associate expressly consent that TCS and/or its affiliates may collect, use, transfer, retain or otherwise process Associate's Personal Data and Information in connection with his/her engagement with TCS, in accordance with the then / current TCS policies and procedures and applicable privacy and data protection legislation. TCS may use third party services or sub-contractors to collect or otherwise process Associate's Personal Data and Information for which TCS shall remain responsible for such third party services provider or sub-contractor's compliance with TCS's obligations hereunder.

7. Working in SBWS Framework:

Associate may be required to work in TCS offices or its Client's 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.

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.

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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.

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 the Confidentiality, Data and IP Protection Terms 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 any claim or liability of any party, 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, 1996 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, Data and IP Protection Terms 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.

(e)This Confidentiality, Data and IP Protection Terms may not be amended except in writing signed by authorized

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representatives of both parties.

(f)The obligations of Associate in terms of this Confidentiality, Data and IP Protection Terms shall continue during the term of or in the course of the employment of the Associate with TCS and shall continue thereafter in perpetuity.

Please complete and return these documents to the TCSL HR executive, within 7 days of receiving this offer.

This is to confirm that I have received the Letter of Offer on _____ .

I hereby accept this Offer and intend to join service on_____.

Name:

Address:

Signature:

Date:

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Tech Mahindra Limited
Info city, Hi-tech City Layout
Madhapur, Hyderabad 500081,India
Tel: +91 40 3063 6363
Fax: +91 40 2311 7011
techmahindra.com

Registered Office:
Gateway Building, Apollo Bunder Mumbai
400 001

Ref: 943803/2181481/Permt **Date: 05th January, 2023**

Kadari Moses Sumeeth Paul
Plot No-12, Balamrai, Behind Edgah
Secunderabad, Hyderabad, Telangana - 500003
Phone No: 9573804209

Subject - Offer of Appointment

Dear **Kadari Moses Sumeeth Paul,**

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 Build Controller** on **U1** band**,** operating out of our **Hyderabad** office.

2. Your "Annual Total Cash Compensation" will be **Rs. 314749 (Rupees Three Lakhs Fourteen Thousand Seven Forty Nine Only).** Please refer **Annexure-A** for details on the compensation and statutory deductions.

3. Your remuneration package is strictly confidential between you and here after, referred as The Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.

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

5. You are required to join on **05th January, 2023** at the below mentioned location. The Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing.

6. On the date of joining, you are requested to report to **Susma Sugumaran at 12:00 PM** to complete the joining formalities at **Tech Mahindra Limited, SEZ Gate, Jubilee Enclave, Hitech City, Hyderabad - 500081**. 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.

7. 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.

8. Kindly acknowledge acceptance of this Offer of Appointment by signing and returning the 'acceptance copy' to **Susma Sugumaran** latest by **05th January, 2023**.

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9. For any clarification / further Information on-
   - Employment terms and conditions, please get in touch with **Offers Team** (E-Mail: SM00592470@TechMahindra.com)

For Tech Mahindra Limited



Mukul Sah
Group Function Head (Support) – Human Resource

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** -(Code of Conduct and Ethics).

Accepted

Date: Signature of Candidate:

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Annexure – A

NAME	**Kadari Moses Sumeeth Paul**
TITLE	**Associate Build Controller**
BAND	**U1**
LOCATION	**Hyderabad**

COMPONENTS	**Per Annum** (All figures in Indian Rupees)
BASIC (@35% OF TOTAL FIXED PAY)	94500
HRA (@70% OF BASIC)	66150
BONUS / STATUTORY BONUS	16800
EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	11340
EMPLOYER'S CONTRIBUTION TO ESI (3.25% OF TOTAL SALARY COMPONENTS)	0
PERSONAL PAY	81210
TOTAL FIXED PAY..... (A)	**270000**
TOTAL VARIABLE PAY (TVP)..... (B)	**30000**
ADDITIONAL BENEFITS..... (C)	**14749**
GRATUITY	4545
INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	10204
TOTAL COST TO COMPANY..... (D) = (A) + (B) + (C)	**314749**

Additional Benefits : In addition to the above, you will also be eligible for the below-mentioned benefits -

i) *Transport Allowance:
- In the event of your availing Company provided transport to commute to and from office, deduction will happen from your salary as per applicable policy

ii) **Payment of Bonus: The provisions of Payment of Bonus Act, 1965, as amended from time to time are currently applicable to you.

iii) ***Performance Incentive would be payable to you starting from your Go Live Date. Maximum amount based on 100% performance; however, the actual payout shall be based on individual performance against set targets and / or performance of the organization. The Performace incentive will be paid-out as per existing company policy.

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iv) Insurance:

a) **Group Term Life Insurance Coverage:** You would be covered under the existing Group Term Life Insurance scheme of the company applicable to the employees in your respective grades as per the company policy and the same will be paid to the respective nominated beneficiary on the unfortunate death of the employee.

b) **Hospitalisation coverage:** You would also be enrolled under the existing Medical Insurance scheme of the company with a cover of **Rs. 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 enrollment of parents is not opted for, the applicable cover (for self only OR self +spouse+up to 2 children) will be **Rs. 2 lakhs.**

c) **Group Personal Accident Insurance (GPAI) coverage:** You would be enrolled under the Company's GPAI scheme with a cover of upto Rs. 5 lakhs payable in case of permanent disablement arising out of any unfortunate event of an accident.

Notes:

a) Performance Incentive will not be payable if you have resigned and are serving notice period or are not on the company rolls on the date of disbursement

b) Performance Incentive would be subject to Tax deduction as per Income Tax Act

c) The Company reserves the right to amend, modify, rescind / reinstate the above mentioned schemes partly or completely at any point of time.

With Best Wishes,
For Tech Mahindra Ltd.



Mukul Sah
Group Function Head (Support) – Human Resource

Accepted by :

Location :
Date :

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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 Tech Mahindra Limited. 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) Employee data – By accepting this Offer and furnishing your personal data to the Company, You are according your irrevocable consent to Company to possess, deal with or handle Your sensitive personal data either by itself or through any third party agency during the term of your employment with the Company subject however to the terms of the Privacy Policy of the Company. You are aware that your personal data is confidential in nature and Company shall process the same in the course of its business, in terms of its privacy policy with due and reasonable care.

d) 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.

e) 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

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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 in Tech Mahindra Ltd

(ii) You will not interfere with its business relations, including but not limited to soliciting or providing services to any of Tech Mahindra's clients (except as directed by Tech Mahindra Ltd), directly or indirectly.

(iii) You will not be employed by a client of Tech Mahindra Ltd for which you performed services while employed by Tech Mahindra.

(iv) You will not solicit or induce Tech Mahindra Ltd associates to join a client or to compete with Tech Mahindra Ltd.

(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.

f) 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.

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- 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.
- You hereby agree not to involve in receiving any gift/bribery during your tenure with the Company. You shall abide and follow the Company's anti-bribery policy which is hereby incorporated for reference. This Company policy shall be amended from time to time.

g) 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 Tech Mahindra will either be Intellectual Property of the Tech Mahindra 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 Tech Mahindra Limited or the Client.

h) Non-Disparagement Obligations

You covenant and agree that, during the term of your employment and anytime thereafter, neither you nor any of your legal heirs or any person acting on your/their behalf, will in any way publicly disparage, bring into disrepute, defame, libel, slander or otherwise criticize the Company, its subsidiaries, affiliates, successors, assigns, officers, directors (including any former directors/ officers of the Company or its subsidiaries), employees, shareholders, agents, attorneys or representatives, or any of their clients, customers, partners, other service providers, or any of their products or services, in any manner that would damage the business or reputation of the Company or any of its clients, customers, partners, other service providers. Any violation of this section shall necessitate an investigation and appropriate disciplinary action including termination from the services and/ or appropriate legal action.

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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 fore with 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 of the Company including but not limited to the Code of Ethical Business Conduct, the Policy on Prevention of Sexual Harassment and such other policies, as communicated to the associates of Tech Mahindra from time to time. In case of any violation or failure to comply with such Company Policy/policies, the Employee shall be subjected to the disciplinary action as per company policy. These policies are available on Tech Mahindra'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 Tech Mahindra's policies.

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Tech Mahindra 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

Tech Mahindra Limited shall not be responsible for personal indebtedness or other liabilities incurred by you, during/prior to your employment with Tech Mahindra Limited You understand and accept that you shall have no authority to pledge the credit of Tech Mahindra Limited to any person or entity without Tech Mahindra Limited's prior written authorization.

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.

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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.

(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.

(iii) You shall access only those web sites, which are relevant to your work at hand.

(iv) You shall not use any company resource for hacking or other unethical / illegal activities.

(v) You shall not circulate or distribute offensive/pornographic material through e-mail or in any other manner.

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).

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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 **Mumbai** only.

11. Retirement

Your services with the 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.

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 Tech Mahindra Limited's electronic timesheet system on a daily basis. In case you are attached to any project where the client

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may have requirement of recording specific time-efforts, you shall comply with such requirement also, in addition to Tech Mahindra Limited'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 Tech Mahindra Limited 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 - Medical Declaration

MEDICAL DECLARATION FORM			
Applicant ID *(To be filled by HR)*		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?			

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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?			

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			

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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 the Documents

At the time of joining, you are requested to bring the following documents in **original(For Verification only)**, along with 1 copy 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 relieving letter from your present organization

(c) Service Certificate from the last employer as well as all previous employers.

(d) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed.

(e) Two passport-sized color photographs with white background.

(f) 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.

(g) 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.

(h) Aadhaar Card
You MUST carry and provide your Aadhaar Card copy. Please note that it is mandatory to provide your Aadhaar card number for processing KYC in EPFO portal. If applied for, please submit a copy of the acknowledgement as issued by the authorities.

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.

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Annexure E - Confidentiality Agreement

I understand that during my employment with Tech Mahindra Limited., I will have access to information for its customers, suppliers, vendors and licensors, any or all of which are referred to in this agreement "Tech Mahindra Limited. 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 Tech Mahindra Limited or which Tech Mahindra Limited. is under an obligation to prevent this disclosure.

3) Information from Tech Mahindra Limited'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 Tech Mahindra Limited and I shall regard it as confidential and secret information.
   - The confidential information is the property considered to be the trade secrets of Tech Mahindra Limited 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 Tech Mahindra Limited.
   - 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 Tech Mahindra Limited.
   - I will not, during and after my employment at Tech Mahindra Limited., publish, disclosed, or otherwise divulge the confidential information to any person not specifically authorized by Tech Mahindra Limited. to receive such information.
   - I will not copy and confidential information for any purpose except with the express consent of the Tech Mahindra Limited. Officials or the expressed written authorization of the third party owner.
   - Upon termination of my employment with Tech Mahindra Limited., or at any other time at Tech Mahindra Limited. request, I agree to return promptly to Tech Mahindra Limited., 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 Tech Mahindra Limited which in any way were obtained by me during my employment at Tech Mahindra Limited .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 Tech Mahindra Limited. upon termination of my employment.
   - This confidentiality agreement will continue to be in effect after the termination of my employment with Tech Mahindra Limited.

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Fax: +91 40 2311 7011
techmahindra.com

Registered Office:
Gateway Building, Apollo Bunder Mumbai
400 001

- 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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Annexure - F - Intellectual Property Assignment

Associate Name:
Associate ID:
Date:

In consideration of my employment with Tech Mahindra Limited and in view of the confidential nature of employment by reason of which I will obtain and have obtained special knowledge of Tech Mahindra Limited 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 Tech Mahindra Limited 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 Tech Mahindra Limited 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.

Tech Mahindra Limited 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, Tech Mahindra Limited is not the first owner, then I hereby assign, exclusively and irrevocably, the same, wholly and generally, forever throughout 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 Tech Mahindra Limited 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 Tech Mahindra Limited to secure to Tech Mahindra Limited., 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 Tech Mahindra Limited 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 Tech Mahindra Limited The obligations stated under this Agreement shall survive the termination or discontinuation of my employment with Tech Mahindra Limited.

WITNESSED ACCEPTED

_____ _____

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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 Tech Mahindra Limited 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 Tech Mahindra Limited during the term of my employment with Tech Mahindra Limited 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 Tech Mahindra Limited whether voluntary or involuntary (or at any other time upon the request of Tech Mahindra Limited.), I shall return to Tech Mahindra Limited 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 Tech Mahindra Limited 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 Tech Mahindra Limited I also agree to keep the contractual relationships of Tech Mahindra Limited with its suppliers, licensors, licensees, customers, contractors, and subcontractors confidential, including the

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names, addresses, or special requirements of Tech Mahindra Limited'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 Tech Mahindra Limited before making any disclosure of information covered by this Agreement.

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 Tech Mahindra Limited in writing of the prospective order, or proceeding giving rise to such order, and (ii) Tech Mahindra Limited 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, Tech Mahindra Limited shall be entitled, in addition to all other remedies otherwise available to Tech Mahindra Limited 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 Tech Mahindra Limited shall enforce any part of this Agreement through legal proceedings and obtains any judgment or order in such proceedings, Associate agrees to pay to Tech Mahindra Limited any costs and attorneys' fees reasonably incurred by Tech Mahindra Limited 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. <u>Ownership of Work Product:</u> Tech Mahindra Limited 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 Tech Mahindra Limited or any research or development conducted by Tech Mahindra Limited I agree to assign, disclose and deliver to Tech Mahindra Limited as Tech Mahindra Limited'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 Tech Mahindra Limited 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.

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6. Partial Restriction on Post-Termination Competition: Background. Tech Mahindra Limited expects to invest considerable time, effort and capital in enhancing the value and desirability of my skills. Both this investment and my compensation reflect Tech Mahindra Limited'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 Tech Mahindra Limited's customers or competitors may attempt to cause me to leave Tech Mahindra Limited and wrongfully gain the benefit of Tech Mahindra Limited's investment. The partial restraint set forth in this Section 6 does not, and cannot, provide complete protection for Tech Mahindra Limited's investment, development efforts, product, strategy, proprietary and Confidential Information, but Tech Mahindra Limited believes that in combination with the other provisions of this Agreement, it is the most fair and reasonable measure to protect Tech Mahindra Limited's interest, giving due regard to both my interests and the interests of Tech Mahindra Limited .

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 Tech Mahindra Limited (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 Tech Mahindra Limited 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 Tech Mahindra Limited provided, however, that this restriction shall apply only to customers of Tech Mahindra Limited 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 Tech Mahindra Limited within the two year period preceding the date my employment with Tech Mahindra Limited 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 Tech Mahindra Limited's for which I am providing services on behalf of Tech Mahindra Limited that are competitive with the products and services available to the client from Tech Mahindra Limited 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 Tech Mahindra Limited associate; or (2) induce or solicit any associate of Tech Mahindra Limited to seek or obtain such employment with a customer of Tech Mahindra Limited 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 Tech Mahindra Limited'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 Tech Mahindra Limited's business interests and

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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 Tech Mahindra Limited. 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, Tech Mahindra Limited may take legal action against me as follows: (1) Tech Mahindra Limited. 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 Tech Mahindra Limited., 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, Tech Mahindra Limited. 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.

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 Tech Mahindra Limited. (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.

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In the event of any violation of the terms of this clause, I agree that I shall be liable to Tech Mahindra Limited. 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___
Of

Signature

_____
Name of Candidate

For and on Behalf

Tech Mahindra Limited

Mukul Sah
Group Function Head (Support) – Human Resource

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Annexure – H

PROOF OF ACCEPTANCE OF
Code of Ethical Business Conduct (CEBC)
And
Statement of Policies and Procedures for Preventing Insider Trading

To
Tech Mahindra Ltd.
Date of Joining: _____
Dear Sir/Madam,
I _____ Associate Id No _____

(Associate) of Tech Mahindra Ltd, do hereby state to have read and accepted that Tech Mahindra Code of Ethical Business Conduct (CEBC) and Statement of policies and Procedures for Preventing Insider Trading. In Company website (www.techmahindra.com >> Investors >> Overview), I have read and fully understood the above stated code of conduct and Ethics for directors and Associates and Statement of Policies and Procedures for preventing Insider Trading and shall abide by the policies, procedures and Principles contained therein.
I understand that any misinterpretation and /or false understanding given herein may attract penalties as laid down under the policy.

Authorized Signatory (HR) Signature of the Associate
Name:

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26th June, 2022

Mr. Joseph Akil
Hyderabad

Dear Mr Akil,

This has reference to your application and subsequent interviews you have had with Thomas & RAD Creative Branding. We are pleased to appoint you as Brand Engagement Manager, responsible for Business Development and Managing existing clients and grow their business, based at Hyderabad. Your employment will be governed by the following terms and conditions:

1. *Annual Gross Salary*

You will be paid a annual gross salary of **Rs. 1,80,000/- (Rupees One Lac Eighty thousand Only)**.

2. *Working Hours*

Your working hours will be 10.30 am to 6:30 pm as per the current company policy. The company observes a 5.5 day work week.

3. *Date of Appointment*

Your date of appointment as per company records is **28th June, 2021.**

4. *Salary Increase*

Increase in your salary will be reviewed periodically as per the policy of the Company every year. Increments in the salary range will be on the basis of demonstrated results and effectiveness of performance during the period of review.

5. *Leave*

You will be governed by the current Leave Policy of the company for permanent employees

6. *Travel*

Whenever you are required to undertake travel on Company work, you will be reimbursed travel expenses as per Company rules.

7. *Responsibilities*

In view of your office, you must effectively perform to ensure results. Your performance would be reviewed as per the Company's Performance Management Program.

8. *Retirement Age*

The normal retirement age for all employees is **58 years**.

9. *Notice Period*

While on probation (first three months of joining), this appointment may be terminated by either side with immediate effect.

Should you resign after confirmation, the Company will have the option to accept your resignation either with immediate effect. After the confirmation you are required to provide a notice period of one month.

10. *Transfer*

You will be liable to be transferred to any other department or establishment or branch or subsidiary of the Company in India or abroad. In such a case, you will be governed by the terms and conditions of service as applicable to the new assignment.

11. *Other work*

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.

12. *Conflict of Interest*

You will not seek full time or part time job or be involved in any way with competitor's business activities either directly or indirectly during your employment with the Company, and for a period of 12 months in the event of cessation of your employment with the Company.

13. *Confidential Information*

You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Company's affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.

14. *Contract/Bond with Previous Employers.*

It will be your personal responsibility to discharge all obligations arising out of any contract or bond with previous employers.

15. *On termination*

On termination of this contract, you will immediately give up to the Company all correspondence, specifications, formulae, books, documents, market data, cost data, literature, drawings, effect or records or files, etc. belonging to the Company or relating to its business and shall not make or retain any copies of these items.

16. *General*

The above terms and conditions are based on Company Policy, Procedures and other Rules and Regulations currently applicable to the Company's employees and are subject to amendments and adjustments from time to time.
Please communicate your acceptance of this appointment by signing a copy of this letter and returning it to us.

We welcome you to Thomas & RAD Creative Branding family and trust we will have a long and mutually rewarding association.

Yours faithfully,

John Thomas
Executive Business Director

Date:

I accept the offer and my joining date will be as below:

Signed:
Joining Date:

mindshare united

DEVI KRUPA, 3rd Floor, No.9/3,
Besant Avenue, Adyar, Chennai - 600 020.
Tamilnadu, INDIA

CONSULTANCY AGREEMENT

This Consultancy Agreement is made and entered into as of **June 07, 2022** ("**Execution Date**") by and between **MINDSHARE UNITED FOUNDATION** a trust incorporated under the laws of India ("**TRUST**"), having its registered office at **DEVI KRUPA 3rd Floor, No.9/3, Besant Avenue, Adyar, Chennai - 600020**., and **Patlola Sri Charan Reddy** son of **Mr. Patlola Maruthi Reddy is a** person having a permanent address at **2-31 Yellareddy Mandalam Somwarpet, Nizamabad, Telangana - 503122- India** and **PAN:CBEPC7128J**("**Consultant**")**.**

Whereas the TRUST is interested in engaging the professional services of the Consultant and the Consultant is willing to offer services as an independent consultant/contractor and the TRUST has agreed to use the services of the Consultant as per the terms mentioned hereunder.

The parties agree as follows:

1. SERVICES

Services. Subject to the terms and conditions of this Agreement, the TRUST hereby engages the Consultant, and the Consultant accepts such engagement, to perform the services including, but not limited to, research, analysis, conduct field studies, create content, develop products, provide insights and strategies, manage projects and vendors, oversee operations at varied, multiple locations, to be allocated to the Consultant by TRUST throughout the term of this contract, hereto referred as the "**Services**".

2. PERFORMANCE OF SERVICES

Performance Standard. Consultant will diligently perform the Services in accordance with the terms and conditions of this Agreement, including any specifications provided and policies created by the TRUST. Consultant will complete the Services in accordance with this agreement, time and milestones indicated by TRUST from time to time. Time is of the essence for the performance of the Services and other obligations by Consultant under this Agreement.

Pre-screening and verification. ORGANIZATION shall be entitled to verify the Consultant's credentials either directly or through a third-party agency. TRUST reserves the right to terminate this Agreement immediately in the event any of the Consultant's representations turn out to be false.

Standards. The Services must be performed in a competent and professional manner by the Consultant. The Consultant shall provide the Services in accordance

with TRUST's values, ethical and technical standards, policies and procedures developed and intimated to the Consultant from time to time. Without prejudice to any policy, the Consultant shall not seek, accept or give gratification, monetary or otherwise from or to any person, with a promise to seek, accept or grant any favour, the opportunity of such seeking or granting a favour having arisen in connection with the Consultant's Services for the TRUST. The Consultant shall not seek, accept or grant any favour from or to any person in any manner, whether or not under the influence of an offer of monetary or non-monetary gratification, the opportunity of seeking, accepting or granting that favour having arisen in connection with the Consultant's Services for the TRUST.

TRUST Materials. Any materials provided by TRUST to Consultant are to be used solely to perform the Services. TRUST will own these materials as well as any derivatives or improvements of these materials developed or derived by Consultant, including all intellectual property rights therein ("**TRUST Materials**") and Consultant hereby assigns all such rights in the TRUST Materials to TRUST. Consultant will treat the TRUST Materials as TRUST's Confidential Information (as defined in Clause 5 of this Agreement).

Leave. Consultant shall be entitled to avail leave during the term of this Agreement as provided for in the TRUST's policies and procedures.

3. CONSIDERATION

Compensation. TRUST will pay **INR 55,000 /- (Rupees Fifty Five Thousand Only** (subject to TDS deduction as stipulated by the government)) payable monthly, each month, as compensation for the services provided by the Consultant ("**Compensation**").

Revision. TRUST may, as part of its performance evaluation process conducted every six-months, in its sole discretion, revise the Compensation of the Consultant based on the Consultant's performance.

Incentive. TRUST may, in its sole discretion, determine and pay the Consultant, monetary incentive based on the Consultant's performance on a yearly basis.

Reimbursement. TRUST shall reimburse out of pocket expenses incurred by the Consultant in performance of the Services.

Taxes. All payments made by the TRUST shall be subject to deduction of any taxes as required under law.

4. TERM AND TERMINATION

Term. This Agreement will commence on **June 10, 2022** (the "**Effective Date**") and continue till **March 31, 2023,** the **"Closure Date"**) unless otherwise terminated in

accordance with this Clause 4.

Renewal. The TRUST and the Consultant may renew this Agreement on mutually agreeable terms 30 days prior to the completion of the Agreement. If this Agreement is not renewed by the Closure date, it shall cease to exist from that date.

Probation Period. It is understood and agreed that the first 90 days of employment shall constitute a probationary period ("Probationary Period") during which period the Trust will assess the Consultant's performance and suitability for the position to which they have been appointed. The Trust reserves the right to extend the probationary period if in its opinion such extension is necessary. At the end of the probationary period the Trust in its absolute discretion may either decide to confirm the employment of the Consultant OR terminate this agreement without assigning any reasons and without notice or cause.

Termination. A party may terminate this Agreement without cause by giving the other party **30 days** prior written notice of such termination. Additionally, TRUST may terminate this Agreement immediately and without prior notice (i) if any representations and warranties of the Consultant turn out to be false (ii) during the Trial Period above mentioned (iii) if Consultant refuses to or is unable to perform the Services, (iv) if Consultant is in material breach of this Agreement, or (v) TRUST is dissatisfied with the quality of Consultant's work, (vi) if Consultant takes up other employment / work or is engaged in other business which impairs or is likely to impair Consultant's ability to provide services to TRUST in accordance with this Agreement and such breaches, wherever capable of being cured in the sole discretion of TRUST, are not cured within 3 (three) days from the Consultant being notified of the same.

Survival. Upon termination, all rights and duties of the parties toward each other cease except that:

(a) At TRUST's sole discretion, the Consultant shall provide the Services until the effective date of termination of this Agreement; and
(b) Within 45 days from the effective date of termination, (i) TRUST will pay all undisputed amounts owing to Consultant for Services then performed, or (ii) Consultant will return to TRUST any amount paid to Consultant as Service Fees that is not owed against Services then performed.

Return of Materials. Upon the termination of this Agreement, or upon TRUST's earlier request, Consultant will deliver to TRUST all TRUST Materials and Confidential Information that are in Consultant's possession or control.

5. CONFIDENTIALITY

Definition. "**Confidential Information**" means this Agreement and any information that relates to the actual or anticipated business and/or products, research or development of TRUST or its affiliates, or to TRUST's or its affiliates' technical data,

trade secrets, or know-how, including, but not limited to, research, product plans, or other information regarding TRUST's or its affiliates' products or services and markets thereof, client/customer lists and clients/customers (including, but not limited to, clients/customers of TRUST on whom Consultant called or with whom Consultant became acquainted during the term of this Agreement), software, developments, inventions, processes, formulas, technology, designs, drawings, engineering, hardware configuration information, marketing, finances, and other business information disclosed by TRUST or its affiliates, either directly or indirectly, in writing, orally or by drawings or inspection of premises, parts, equipment, or other property of TRUST or its affiliates. Notwithstanding the foregoing, Confidential Information shall not include any such information which Consultant can establish
(i) was Publicly known or made generally available prior to the time of disclosure to Consultant;
(ii) becomes publicly known or made generally available after disclosure to Consultant through no wrongful action or inaction of Consultant; or
(iii) is in the rightful possession of Consultant, without confidentiality obligations, at the time of disclosure as shown by Consultant's then-contemporaneous written records.

Nonuse and Nondisclosure. During and after the term of this Agreement, Consultant will hold in the strictest confidence, and take all reasonable precautions to prevent any unauthorized use or disclosure of Confidential Information, and Consultant will not (i) use the Confidential Information for any purpose whatsoever other than as necessary for the performance of the Services on behalf of TRUST, or (ii) disclose the Confidential Information to any individual except to such of its employees as necessary for the performance of the Services and to the minimum extent necessary to perform the Services, or to any third party without the prior written consent of an authorized representative of TRUST. Consultant may disclose Confidential Information to the extent compelled by applicable law; provided, prior to such disclosure, Consultant shall provide prior written notice to TRUST and seek a protective order or such similar confidential protection as may be available under applicable law. Consultant agrees that no ownership of Confidential Information is conveyed to the Consultant. Without limiting the foregoing, Consultant shall not use or disclose any TRUST property, trade secrets or other proprietary know-how of TRUST to invent, author, make, develop, design, or otherwise enable others to invent, author, make, develop, or design identical or substantially similar designs as those developed under this Agreement for any third party.

Other Client Confidential Information. Consultant agrees that Consultant will not improperly use, disclose, or induce TRUST to use any proprietary information or trade secrets of any former or concurrent employer or any former or current client/customer of Consultant or other person or entity with which Consultant has an obligation to keep in confidence. Consultant also agrees that Consultant will not bring onto TRUST's premises or transfer onto TRUST's technology systems any software, document, proprietary information, or trade secrets belonging to any third party unless disclosure to, and use by, TRUST has been consented to in writing by such third party.

Third Party Confidential Information. Consultant recognizes that TRUST has received and, in the future, may receive from third parties their confidential or proprietary information subject to a duty on TRUST's part to maintain the confidentiality of such information and to use it only for certain limited purposes. Consultant agrees that at all times during the term of this Agreement and thereafter, Consultant owes TRUST and such third parties a duty to hold all such confidential or proprietary information in the strictest confidence and not to use it or to disclose it to any third party except as necessary in performing the Services for TRUST consistent with TRUST's agreement with such third party.

No Publicity. The Consultant agrees with the values and ethos of the TRUST whereby the TRUST doesn't engage in the publicity of its work or the work of its present and past employees. The Consultant agrees to not publicize any information related to the TRUST for any purpose other than those below. The Consultant is free to use details such as those relating to their work, designation, work experience in resumes, in the course of interviews with future employers, or any application for employment, education and scholarship. However, the Consultant shall not directly or indirectly
engage with third parties, participate in the production of, provide comments (whether on or off the record), or release any news report, research report, public announcement, advertisement, or publicity (including online content, blog posts, research papers or articles) concerning engagement with the TRUST, any Confidential Information, this Agreement, its contents, or a byproduct of the Services rendered under this Agreement, without the prior written approval of the TRUST. The Consultant agrees to not share incorrect information regarding details about their work on external platforms. The Consultant shall contact the TRUST to clarify any doubts before putting up details of the Consultant's Services in relation to future employment or education. The Consultant shall contact the TRUST if the Consultant is ever contacted by any third party (such as those from media) for assistance and guidance on dealing with such information requests.

6. NON-DISCLOSURE

Non-Disclosure Agreement The Consultant agrees to execute a non-disclosure agreement (NDA) with the TRUST within 1 (one) days from the date signature of this Agreement. The preceding terms and the NDA shall govern the confidentiality and non-disclosure obligations of the Consultant during and after the term of this Agreement. The preceding terms and the NDA shall be read harmoniously to give effect to the strictest standards of confidentiality and non-disclosure to be abided by the Consultant.

7. EXCLUSIVITY

Covenant to work exclusively for TRUST. Consultant agrees that during the term of this Agreement, he / she shall not be engaged in any other work / business as an employee or otherwise or acquire any financial interest or benefit in any other

business or such venture through a contract or otherwise without obtaining prior written approval of TRUST. Consultant hereby agrees to disclose to TRUST if any benefits will accrue to him either directly or indirectly from any third party in course of providing the Services under this Agreement.

8. NON-COMPETE AND NO SOLICITATION

Covenant Not to Compete Consultant agrees that (i) during the term of this Agreement and for 1 (one) year thereafter, Consultant will not perform, or agree to perform, any services for any third party that engages, or plans to engage, in any business or activity that directly or indirectly competes with any current or planned business or activity of TRUST or its clients, customers with regard to which Consultant has been engaged by TRUST to perform Services hereunder in any territory in which TRUST conducts business or derives revenue.

No Solicitation During the term of this Agreement and for 1 (one) year thereafter, Consultant will not (i) directly or indirectly solicit, induce, or attempt to induce, or hire any employee or independent Consultant of TRUST to terminate or breach any employment, contractual, or other relationship with TRUST; or (ii) except as required to perform the Services hereunder, contact, or cause to be contacted, directly or indirectly, or engage in any form of communication with any client/customer of TRUST including for the purposes of conducting business with such client/customer or to encourage or induce to terminate or adversely modify any business relationship with TRUST.

9. INTELLECTUAL PROPERTY RIGHTS

IP Assignment. Consultant shall and hereby assigns (and shall cause to be assigned) to TRUST, all rights, title, and interest, including all intellectual property rights in and to any and all deliverables, works of authorship and other copyrightable material, designs, inventions, improvements, developments, discoveries and trade secrets conceived, discovered, authored, invented, developed or reduced to practice by Consultant, solely or in collaboration with others, during the term of this Agreement and arising out of, or in connection with, performing the Services under this Agreement and hereby agrees that all such intellectual property rights therein and thereto are the sole property of TRUST.

10. CONSULTANT'S WARRANTIES

As an inducement to TRUST entering into and consummating this Agreement, Consultant represents, warrants, and covenants as follows:

Representations; Enforceability. Consultant is of sound mind and is legally competent to enter into this Agreement. Consultant is not conflicted in any manner

by taking up the obligations to perform the Services under this Agreement. The execution and delivery of this Agreement by Consultant and the transactions contemplated hereby constitutes a valid and binding obligation of Consultant that is enforceable in accordance with its terms. By entering into this Agreement, the Consultant certifies and acknowledges that [he] [she] has carefully read all of the provisions of this Agreement and the rules and regulations of the TRUST and that he voluntarily and knowingly enters into this Agreement.

Applicable Law. Consultant shall provide the Services in accordance with applicable law, and shall procure and obtain all requisite consents, approvals, licenses and permits as may be required for [him] [her] to perform the Services.

No Conflict. The entering into and performance of this Agreement by Consultant does not and will not violate, conflict with, or result in a material default under any other contract, agreement,indenture, decree, judgment, undertaking, conveyance, lien, or encumbrance to which Consultant is a party or by which [he] [she] or any of Consultant's property is or may become subject or bound.

Services. The Services will be performed in a timely, competent, professional, and workmanlike manner in accordance with industry standards.

11. INDEMNIFICATION

Indemnification. Consultant will indemnify, defend, and hold harmless TRUST and its directors, officers, and employees from and against all losses, damages, liabilities, costs, and expenses, including attorneys' fees and other legal expenses, arising directly or indirectly from or in connection with: any negligent, reckless, or intentionally wrongful act of Consultant; any breach by Consultant of any of the provisions, covenants, warranties, or representations contained in this Agreement; and any failure of Consultant to perform the Services in accordance with all applicable laws, rules, and regulations.

12. MISCELLANEOUS

Independent Consultant. It is the express intention of the parties that a Consultant performs the Services as an independent consultant on a principal-to-principal basis. The Consultant agrees that he/ she shall not, by virtue of this Agreement, be considered an employee of the TRUST and shall make no claims for employment or any related claims whatsoever against TRUST. Consultant specifically waives any rights, claims or actions against TRUST in relation to any employment or employment related benefits by virtue of such independent contractor status of the Consultant. No contract of employment, agency or joint venture is intended to be created hereby.

Governing Law. This Agreement will be interpreted, construed, and enforced in all respects in accordance with the laws of India.

Disputes Any disputes arising out of this Agreement shall be amicably settled between TRUST and the Consultant and such other third parties affected by such dispute through mutual negotiations. In case such disputes cannot be amicably settled through mutual negotiation, the relevant parties shall refer the matter to a Sole Arbitrator appointed by the TRUST in accordance with the Indian Arbitration and Conciliation Act, 1996.

Non-assignment. Consultant acknowledges and agrees that the Services are personal to Consultant. Accordingly, neither this Agreement nor any rights or obligations under this Agreement may be assigned or otherwise transferred by Consultant, in whole or in part, whether voluntarily or by operation of law, without the prior written consent of TRUST. Subject to the foregoing, this Agreement will be binding upon and will insure to the benefit of the parties and their respective successors and assigns. Any assignment in violation of the foregoing will be null and void.

Non-Exclusivity. TRUST shall be free without obligation to perform itself, or acquire from third parties, services similar or identical to the Services provided by the Consultant hereunder.

Notices. Any notice required or permitted under the terms of this Agreement or required by law must be in writing and must be: delivered in person, sent by registered post acknowledgement due, or sent by overnight air courier, sent by electronic email, in each case properly posted and fully prepaid to the appropriate address as set forth below. Either party may change its address for notices by notice to the other party. Notices will be deemed given at the time of actual delivery in person, three business days after deposit in the mail as set forth above, or one day after delivery to an overnight air courier service or from dispatch of the electronic email.

Compliance. Consultant agrees that Consultant shall be solely liable for complying with all laws, including rules, regulations and orders, that are or may become applicable to Consultant during the performance of the Services herein and shall pay all taxes, fees and other statutory levies as is required to be paid by the Consultant.

Waiver. Any waiver of the provisions of this Agreement or of a party's rights or remedies under this Agreement must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Agreement or its rights or remedies at any time, will not be construed as a waiver of the party's rights under this Agreement and will not in any way affect the validity of the whole or any part of this Agreement or prejudice the party's right to take subsequent action. Exercise or enforcement by either party of any right or remedy under this Agreement will not preclude the enforcement by the party of any other right or remedy under this Agreement or that the party is entitled by law to enforce

Severability. If any term, condition, or provision in this Agreement is found to be invalid, unlawful, or unenforceable to any extent, the parties will endeavor in good faith to agree to amendments that will preserve, as far as possible, the intentions expressed in this Agreement. If the parties fail to agree on an amendment, the invalid term, condition, or provision will be severed from the remaining terms, conditions, and

provisions of this Agreement, which will continue to be valid and enforceable to the fullest extent permitted by law.

Counterparts. This Agreement may be executed in counterparts, each of which will be deemed to be an original and together will constitute one and the same agreement. This Agreement may also be executed and delivered by facsimile and such execution and delivery will have the same force and effect of an original document with original signatures.

Headings. Headings are used in this Agreement for reference only and will not be considered when interpreting this Agreement.

Integration. This Agreement and all schedules contain the entire agreement of the parties with respect to the subject matter of this Agreement and supersede all previous communications, representations, understandings, and agreements, either oral or written, between the parties with respect to said subject matter. No terms, provisions, or conditions of any purchase order, acknowledgement, or other business form that either party may use in connection with the transactions contemplated by this Agreement will have any effect on the rights, duties, or obligations of the parties under, or otherwise modify, this Agreement, regardless of any failure of a receiving party to object to these terms, provisions, or conditions. This Agreement may not be amended, except by a writing signed by both parties.

"TRUST"	**"Consultant"**
MINDSHARE UNITED FOUNDATION	
	Name**:**
Title:	Title:
Signature:	Signature:

SOCIAL MATTERS
LIGHTING UP YOUR DIGITAL SPACE

BEYOND BELIEF PRIVATE LIMITED

APPOINTMENT LETTER

Date: 14th Sep 2022

Dear Arandkar Aravind,

We are pleased to offer you position as Intern (Content.Writer) with Beyond Belief Pvt.Ltd, Social Matters.

Please find the following confirmation of your internship.

- Title : Content Writer Intern
- Start Date : 14th SEP 2022
- End Date : 14th NOV 2022
- Stipend : Rs. 8,000/- (INR)

After completion of your Internship, You will be receiving an Internship Certificate.

Reporting Relationship/Supervisor:-

Vaishnavi Rampathi -CEO of SOCIAL MATTERS.

Sincerely

BEYOND BELIEF PRIVATE LIMITED

Managing Director

mindshare united

DEVI KRUPA, 3rd Floor, No.9/3,
Besant Avenue, Adyar, Chennai - 600 020.
Tamilnadu, INDIA

CONSULTANCY AGREEMENT

This Consultancy Agreement is made and entered into as of **July 27, 2022** ("**Execution Date**") by and between **MINDSHARE UNITED FOUNDATION** a trust incorporated under the laws of India ("**TRUST**"), having its registered office at **DEVI KRUPA 3rd Floor, No.9/3, Besant Avenue, Adyar, Chennai - 600020.**, and **UPPU LAXMI NARAYANA** son of **UPPU VENKATESH** is a person having a permanent address at **H.no—5-9-227,employees colony,yapral ,Secunderabad, Telangana - 500087, India and PAN : CGLPN7971E ("Consultant").**

Whereas the TRUST is interested in engaging the professional services of the Consultant and the Consultant is willing to offer services as an independent consultant/contractor and the TRUST has agreed to use the services of the Consultant as per the terms mentioned hereunder.

The parties agree as follows:

1. SERVICES

Services. Subject to the terms and conditions of this Agreement, the TRUST hereby engages the Consultant, and the Consultant accepts such engagement, to perform the services including, but not limited to, research, analysis, conduct field studies, create content, develop products, provide insights and strategies, manage projects and vendors, oversee operations at varied, multiple locations, to be allocated to the Consultant by TRUST throughout the term of this contract, hereto referred as the "**Services**".

2. PERFORMANCE OF SERVICES

Performance Standard. Consultant will diligently perform the Services in accordance with the terms and conditions of this Agreement, including any specifications provided and policies created by the TRUST. Consultant will complete the Services in accordance with this agreement, time and milestones indicated by TRUST from time to time. Time is of the essence for the performance of the Services and other obligations by Consultant under this Agreement.

Pre-screening and verification. ORGANIZATION shall be entitled to verify the Consultant's credentials either directly or through a third-party agency. TRUST reserves the right to terminate this Agreement immediately in the event any of the Consultant's representations turn out to be false.

Standards. The Services must be performed in a competent and professional manner by the Consultant. The Consultant shall provide the Services in accordance with TRUST's values, ethical and technical standards, policies and procedures developed and intimated to the Consultant from time to time. Without prejudice to

B. Janardhan,
Loyola College,
H.no: 1-5-568/17,
Surya Nagar colony,
Secunderabad, Telangana.
Mobile: + 91- 9666669982

22 March 2022

Dear Janardhan,
Sub: **Letter of Internship and Offer of Appointment**

We are pleased to offer you appointment as **"Intern"** with our Company on the terms and conditions incorporated in the Service Agreement, which is herewith enclosed. Please sign the Service Agreement as well as the clause of acceptance here under as your acceptance of our offer.

The period of Internship will commence from the date of joining planned as **18 April 2022** and will be in operation for 6 months through end of October 2022.

During the Period of Internship, you will be paid a **stipend of Rs. 12,000 Per Month.** Also, you will generally not be eligible for vacation time during the internship period unless for reasons of health or other emergencies.

Post Internship subject to satisfactory performance review from reporting manager you could be absorbed as a full-time employee in the role of **Software Development Engineer - Frontend**. This full-time status will activate from 01 November 2022 and the gross compensation is fixed at **Rs. 4,00,000 (Rupees Four lakhs only)** per annum from hereon.

Your remuneration structure is personal to you and should not be disclosed or discussed with others. Your expected start date will be **18 April 2022 and reporting location will be at Hyderabad office.**

Please note that during the course of your tenure at Vassar Labs, you might be required to workat any place in the world depending on project needs.

We wish you a rewarding and exciting career with **Vassar Labs**.

For **Vassar Labs Pvt Ltd**



Authorized Signatory

I hereby accept the above offer of appointment as per the terms and conditions of the enclosed Service Agreement and I am hereunder signing as token of my acceptance of the Service Agreement.

_____

(Signature of Employee)
Date:

SERVICE AGREEMENT

This Service Agreement is made and executed on this **22 March 2022** by and between **Vassar Labs IT Solutions Pvt Ltd.**

(Hereinafter referred to as the "Employer" which term shall mean and include all its legal representatives, attorneys, administrators, successors in interest and assignees etc.**)**

B. Janardhan,
(Hereinafter referred to "Employee")

Whereas the Employer and Employee agreed to set forth in writing the following terms and conditions of the employment of the Employee.

Now this Agreement of Service Witnessed as under: -

1. The Employer agrees to employ the Employee and the Employee accepts such employment on the terms and conditions set forth in this agreement. This agreement shall come into operation from the date on which both parties sign it.

2. Income tax and other statutory deductions from the above remuneration will be as per the Rules and Regulations of Income Tax Act and other laws and as applicable to the Employee's remuneration.

3. During the currency of this contract the employee shall not take up any other assignment, with or without remuneration, under any other employer and shall work exclusively and full time for the employer.

4. The office working hours shall be from 10.00AM to 6.30PM with a half an hour lunch break and the working days are from Monday to Friday. However due to nature of the business, working hours are flexible and the Employee might be required to work necessary hours in order to complete his/her assigned work.

5. The Employee agrees and represents to the Employer that he/she is not subject to any existing contract, which would affect or impede the Employee's liability to perform in accordance with the terms of this agreement.

6. The Employer has acquired and developed and will continue to acquire and develop intellectual property which include systems and procedures, Source Code, business and financial data, credit information in relation to the customers containing their names, addresses, business habits, sales reports, price lists and other information. (All of the foregoing being referred to as the "Proprietary Information")

7. The Proprietary Information is confidential, important, and unique to the Employer's business. The Employer and the Employee acknowledge that the said Proprietary Information represents trade secrets of the Employer. If the employee divulges any such proprietary information to any third person, the employer hereby reserves his right to terminate this agreement.

8. The Employee, for a period of four (4) years from the date of disassociation with the Employer, shall not at any time, directly or indirectly, carry on in any territory any business which competes directly or indirectly with the business of the Employer nor be concerned or interested in any such business in any capacity whatsoever, including, inter alia, as a shareholder, partner, officer, employee, or consultant.

9. The Employee shall use his Endeavour to promote and develop the business of the Employer and shall not, directly, or indirectly, for a period of five (5) years from the date of their disassociation from the Employer.

   9.1. Solicit or attempt in any manner to solicit, any business from (i) any existing customer/ client of the Employer, or (ii) any person whom the Employer has contacted or otherwise dealt with, as long as the Employer is engaged in such business.

   9.2. Induce or attempt to persuade any person, who is an existing or potential customer/client of the Employer, to cease doing business or to reduce the amount of business which such person has customarily done or might propose doing with the Employer.

   9.3. Employ, solicit, incite, canvass, or assist any person to employ, any person who is in the employment of the Employer (including any person who was an employee at any time during the preceding one year)

10. The Employee agrees to keep all Proprietary Information confidential. The Employee agrees to refrain from communicating or divulging any of the Propriety Information to any person, firm, or company during the course of employment and for a period of 3 years following the termination of this agreement for any reason whatsoever.

11. The Employer has acquired, and, during the term of employment the Employee will acquire much similar information about the business of the employer's customers in the same manner and under the same restrictions as said above.

12. Either party will be entitled to terminate this service agreement / employment by giving three months notice in writing post completion of the 2 year mandatory service period . This does not apply if the termination is because of performance or breach of conduct reasons. Salary means the gross remuneration of the month.

13. The employee is entitled to avail the leave facilities as per the employer's leave rules and regulations as shown in Annexure - I. The leave and holiday schedule of a customer are applicable when working on a specific project for a customer.

14. The Employee shall undertake to work, wherever assigned either in India or abroad. While in India the Employee will be based at our Technology Development center in Hyderabad. However, he/she should be willing to travel anywhere in India or abroad. When posted to an overseas location for any assignment the salaries and benefits as applicable to such an assignment shall be mentioned in his/her project assignment letter.

15. The Employer shall reimburse all the expenses as applicable to his/her grade incurred by the Employee for travel, stay and other business-related expenses necessary to carry out the Employee's duties under this agreement upon submitting relevant bills and vouchers.

16. If the Employee breaches any of the terms of this agreement, the Employee agrees to be liable for damages as may be determined by the Employer and the Employer will be at liberty to terminate this agreement.

17. On termination of this contract, Employee will immediately surrender to the Employer before release from the employment, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects, or records, etc., belonging to the Employer or relating to Employer's business. And shall not make or retain any copies of these items. The above terms and conditions are subject to policy of Employer.

18. The invalidity or unenforceability of any of the provisions of this agreement does not in any manner affect any other provisions. If any provisions are determined to be invalid or unenforceable this agreement to be construed as if the invalid or unenforceable provisions was omitted.

19. If any dispute arises between the Employer and Employee under this agreement the courts at Hyderabad/Secunderabad will have jurisdiction.

20. If any declaration given or furnished by the Employee to the Employer is proved to be false or if Employee is found to have willfully suppressed any material information, the Employee will be liable to be removed from the service of the Employer by termination of this agreement.

21. Performance Reviews will be conducted annually and will be effective July every year. You will be entitled for Salary revision in the month of June / July'22 on prorate basis. However, any salary increase will be subject to satisfactory performance, regular attendance, and good conduct.

22. The Employee shall immediately notify to the Employer any change in his/her address as given herein.

23. This agreement of contract will be in force till it is terminated as provided herein or till the Employee attains the retirement age of 60 years, whichever is earlier. The age of retirement will be reckoned as per the date of birth shown in the Employee's school leaving certificate.

24. Company currently does not come under Provident Fund Act and this portion of PF deduction will paid to employee. Once we are covered under PF act Company shall have a contributory Provident Fund Plan as a part of the employee benefits. Under this plan, both employee and the company shall make equal percentage of contributions (presently 12%) of the basic monthly salary of the employee as prescribed under the Provident Fund Laws. And the said contributions shall be paid over to the Regional Provident Fund Commissioner, Government of India, which administers the Provident Fund Plan. Currently for PF both components viz the employee and the employer are added and shown as part of the Gross Salary mentioned earlier in this document)

25. This offer and legal bond executed will constitute a single agreement and hold valid for a period of 2 years from date of joining .

Annexure: I agree to the Service Agreement dated 22 March 2022 made between Vassar Labs IT Solutions Pvt Ltd and B. Janardhan,

Leave Rules:

Following is the Leave Rules prevalent for the employees of **Vassar Labs** and which are made applicable to the Employee.

Annual / Privilege Leave:

- 20 working days for every completed year
- For more details regarding the leave policy please contact your manager.

Maternity Leave:

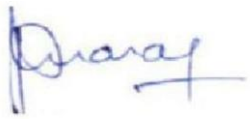
Maternity leave is allowed to all female employees on the following conditions:

- Applicable as per Government Laws.
- Maternity Leave will be as per the Maternity Benefit Act.
- Extension of leave is allowed as per the discretion of the management on case-to-case basis.

General:

- All the leave requests must be in the prescribed application form.
- The leave application form duly approved by the department/divisional head must be submitted to the personnel/administration department.

In witness whereof the parties have signed this agreement on this the **22 March 2022.**



(Signature of Employer)
Date:22 March 2022.

_____

(Signature of Employee)
Date:

CODE OF ETHICS AND CONDUCT

Vassar's Code of Ethics and Conduct provides ethical guidelines for standards of conduct which shapes our developing corporate culture.

Vassar Labs is a commercially driven Software Development and Services company whose profitability depends on excellent standards of performance and delivery. Our success will be determined by your adherence to the following standards of ethics and conduct:

Recruitment and Performance Management:

Skills, qualifications, and experience determine what roles people fill, but integrity, intellectual ability and emotional intelligence are common competency dimensions all staff need to exhibit. Candidates will be recruited, and their performance managed on demonstrated competence to succeed in their duties, in addition to their cultural fit with the ethics and conduct described in this document. Shabby, revealing, or offensive dress or unprofessional behavior is not consistent with this standard. All employees are expected to present a professional face for the company. All employees are required to fully commit to performance and aptitude assessments, or other types of measurements designed to enhance individual and company performance.

Continuous Learning:

As a business of the new economy, all of us have a responsibility to continue to learn and to do all that we can to encourage our fellow employees to do likewise. We must have a commitment to further improvement, be motivated by challenges and to view change as a positive opportunity. Training plans are designed to be consistent with and support the strategic planning initiatives of the company. Involvement in professional associations and other professional and community development activities is expected as a sign of commitment to excellence.

Cooperation:

All of us need help and guidance from time to time. Turning to colleagues for assistance in solving difficult problems shows good judgment and common sense. Never be afraid to ask and never be reluctant to help.

Veracity:

Keeping secrets or creating hidden agendas causes intrigue, miscommunication, and confusion. We should always look for the positive solution to every problem and carry a positive attitude into every aspect of our day. Defeatists are not admired. Negative attitudes create distress whilst positive attitudes relieve stress. We believe that a person's success is mainly due to attitude. By displaying a positive attitude, courage, resilience, appropriate skills, ability and aptitude, your honesty and integrity will be evident.

Respect:

Abuse or harassment in any form is unacceptable. At VassarLabs we respect individual belief systems but do not impose religious or political beliefs on others. Words and actions that are indiscreet, sarcastic, and chauvinistic or made at the expense of an ethnic group or gender are not professional and may be unlawful. Swearing at each other, or at clients or suppliers, in an abusive manner, backbiting, gossiping, manipulating, negative behavior and other divisive activities are destructive and will not be tolerated. Violence or bullying is not acceptable and may constitute a criminal offence. All such forms of unacceptable behavior can be grounds for dismissal.

Intoxication:

Alcohol and other drug abuse are unacceptable at Vassar Labs. You will be disciplined and may be instantly dismissed for being intoxicated or under the influence of non-prescriptive drugs at work, whether on the premises of Vassar Labs, at a customer site, or when representing Vassar Labs at a conference or function.

Legitimacy:

Vassar Labs accepts that you will have commitments such as medical appointments, family activities and other important personal issues to attend to. It is not acceptable to misrepresent your use of this time as this would give the impression of deceit. Be upfront, tell your manager about personal circumstances that may require some flexible work time. Seek approval for such activities.

Time management:

If you are required to work excessive hours to meet deadlines it is your responsibility in collaboration with management to track your time on all tasks and avoid a culture of exploitation. Vassar Labs appreciates that many employees display enormous commitment by working extra hours making it a long day for a committed employee. Wasting company time by excessive chatting and taking regular prolonged smoking breaks may constitute work avoidance and be deemed unprofessional conduct. The onus is on each member of staff to work responsible professional hours.

Health-e-Lifestyle

Vassar Labs encourages a healthy lifestyle for employees and encourages staff to exercise, quit smoking and excessive drinking and take responsibility for safe work practices as part of a healthy lifestyle program.

Initiative:

All of us must strive to take initiative, resolve, or inform others of potential risks, and prove to be steadfast and reliable in order to maintain and reinforce this vital part of our corporate culture. Every employee at Vassar Labs is responsible for the company's success.

Confidentiality:

During the course of our duties with Vassar Labs we will learn confidential information either about Vassar Labs or our clients. In these circumstances, we must not disclose or use any confidential information we obtain for any purpose other than for what it was obtained. Maintaining our clients' confidence in professionalism and integrity is too important to be put at risk. Protection of a company's intellectual property is an essential business and legal ethic.

Privacy:

Information regarding your salary and benefits and those of your colleagues is strictly confidential. Anyone asking about others or discussing their own salaries with colleagues, may be dismissed. Private personnel information must not be disclosed. You may be prosecuted under Privacy Laws for statutory breeches. Collaborating with colleagues to spread misinformation, or confidential information, could result in discrediting others, may be defamatory, and contravenes these fundamental principles. If you have queries regarding salaries or personnel issues speak to the HR Manager.

Occupational Health and Safety:

Vassar Labs encourages employees to take responsibility to avoid damaging their health by attending to both their physical and psychological needs. Employees must take responsibility for their ergonomic needs such as their workstation and work habits, and also for their lifestyle needs such as their psychological and emotional health. Many accidents or other problems at work are caused by negligence and blaming others for conditions and circumstances you would be expected to take action to rectify. All employees are required to take responsibility for occupational health and safety issues in the workplace.

I have read, understood, and agree to comply with the Vassar Labs' Code of Ethics and Conduct.

Employee Name: B. Janardhan.

Signature: …… **Date: ……...**

LOYOLA ACADEMY
(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and Affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A Catholic Christian Minority Institution (Co-Education)
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 07.07.2022

OFFER LETTER

The Management of the College offers you for the Post of Assistant Professor in Computer Science with effect from 07.07.2022 to 30.04.2023.

You will be offered consolidated Salary of Rs. **32,000/-** per month .

You shall not leave the services of the College without giving prior notice.

(Fr CH AMARA RAO,SJ.,)
Correspondent
LOYOLA ACADEMY,
ALWAL, SECUNDERABAD-10

To
Ms MEHRUNNISSA
Assistant professor in Computer Science

DocuSign Envelope ID: 09368EA6-1A09-43BA-BCFD-56C7AA3E91C5

Offer Letter

Further to your application and interview with Revature, we are pleased to offer you a position of Software Engineer Trainee in our organization.

This **Offer Letter** (the or this "Agreement") is entered into by and between Dharanidharreddy Reddy ("Software Engineer Trainee" or "Trainee"), aged 23 years, S/O or D/O B.Chandrasekhar Reddy residing at veerareddypalli(v),nandyal(DT),Pincode:518573,AP , and **Revature Consultancy Services Private Ltd**, ("Company"), a company having its registered office at 12th Floor, New No.431, Anna Salai, Teynampet, Chennai - 600 018. Trainee and Company may each be individually referred to hereinafter as a "Party" or collectively as the "Parties."

Company provides full-time training for real-world tech careers at the world's top companies. Revature software engineers have industry-recognized certifications that are hard to achieve. During Revature' s training program, software engineers are taught skills and competence to hit the ground running. After they successfully complete the training, Revature works with the individual to get them hired directly with Revature' s clients. The total training to hire process typically takes about four months.

NOW THEREFORE, in consideration of the mutual promises contained herein and for other good and valuable consideration the receipt and sufficiency of which the Parties acknowledge, the Parties hereby agree as follows:

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1. **Internship/Revature Readiness Program (RRP):**

   a. Trainee Internship/RRP is scheduled to start effective Jun 20, 2022 for a minimum period of three (3) months. During this period, Trainee will receive a stipend of Rs.5,000/- (Rupees Five Thousand Only) per month. He/ She will be provided with a mentor during the Internship/RRP period

   b. This Program is a 12-week instructor-led training program designed to provide Trainees with skills and knowledge that can be built upon advance and acquire the skills of a software developer. The training program is a residential program, provided at no cost to eligible Trainees accepted into the training program.

   c. During the term, Trainee undertake to devote best efforts, knowledge and skill and devote substantially all their working time (at least 40 hours a week) and attention to the performance of duties.

   d. During Training, trainees will learn the skills that will set them on the career path, working on the most highly sought-after technologies in the tech industry.

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e. As part of our ongoing commitment to continued learning and development, Company has designed this Internship/RRP to be a mentor-led training program that enables trainees to get introduced to various emerging technologies. As they are entering the IT Industry, it is important to have a strong foundation in Programming languages, Databases and Operating Systems and Behavioral skills.

f. Trainee performance will be tracked periodically and provide feedback when necessary. Upon successful completion of 12-week Internship/Revature Readiness Program, trainees will be required to clear the final review with Revature' s Client(s) that includes an assessment and one to one interaction.

g. Detailed description of training details is given in the Training Agreement.

h. All Trainees will be required to agree to, abide by and adhere to the rules of use and policies in (or referenced in) Training Agreement.

i. Attendance: Trainers will accurately report trainees training hours and Company will not encourage, require, or permit trainees to skip trainings or absence from trainings or falsify training hours.

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j. Accommodation: In COE – Centre of Excellence, Company will provide free or no cost hostel accommodation for trainees based on company's discretion. Separate hostel facilities will be provided for men and women trainees. Safety of every trainee is of utmost importance to Company. Residential Trainees are directed to follow hostel rules & regulations strictly and any deviation will be dealt strictly. Detailed description of Hostel rules & regulations are given in the Hostel Agreement. This clause is applicable only for Residential Trainees.

k. Program Disclaimers
Revature reserves the right to remove Trainees from the program for any reason during the course of the program including, but not limited to, attendance, performance, or conduct, or to discontinue the program at any time without notice on an as-needed basis.

2. <u>Appointment after Internship/RRP:</u>

a. After clearing the final review with the client(s) that includes an assessment and one to one interaction, at the sole discretion of client and Revature and in accordance with the terms in Training Agreement, trainee may be offered an employment as "**Software Engineer**" by the Client.

b. By accepting this offer Trainee acknowledges and assures that he/she will continue to remain in the employment of the Company's Client for a minimum period of eighteen months (18) ("hereinafter called minimum

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period/mandatory period) from the date of appointment with the Client. He /She further agrees and acknowledges that, in the event Trainee voluntarily resign and/or are terminated from the services of client, for any lawful reasons whatsoever, client shall incur substantial loss, including, but not limited to, finding a suitable replacement, training, project continuity, etc.

c. Company will have made commitments to its Clients, it is imperative that Trainee, once appointed to a Client, remains employed there for the mandatory period.

3. **Compensation:**

a. Trainee will receive a stipend of Rs.5,000/- (Rupees Five Thousand Only) per month during the Internship/Revature Readiness Program.

b. Upon successful completion of 3 months of Internship/Revature Readiness Program, trainees will be offered the position of "Software Engineer" and the salary will be Rs.4,00,000/- annually with other benefits as detailed in their Employment Agreement with the Client.

c. Trainees performance during the Internship/Revature Readiness Program will be monitored periodically. Depending upon their performance during Internship/RRP and based on the client requirements, at the sole discretion of Revature, Trainees may also be proposed for hire or project work at a Company client that offers up to Rs. 6,00,000/- annually.

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4. **Relocation:** Trainees agree to relocate based on Clients or Revature needs, irrespective of the Location.

5. **Restrictive Covenants:** Trainee agrees to complete the Internship/Revature Readiness Program and continue to remain in the employment of the Client Organization for a minimum period of 18 months (hereinafter called "minimum period" or "mandatory period") from the date of appointment with such Client.

6. **Liquidated Damages**:

a. For the purpose of providing training and placing trainee, the Company is incurring training expenses of approximately Rs.1,00,000/- (Rupees One Lakh Only).

b. In the event of termination of employment by either party within the minimum period/mandatory period. In addition to any other remedy available to Company at law or in equity, including but not limited to remedies in the Related Agreements (as defined below) or other agreements the Trainee and Company may be parties to and injunctive relief, if a court of competent jurisdiction finds that Trainee has breached this section (5) of the Agreement, Trainee agrees that, to the maximum extent permitted by law, Trainee will pay the Company as

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liquidated damages, repay the entire amount as given in Sec 6 (a) incurred by Revature with interest @14% p.a during the Mandate Period (the "LD Amount"). The parties acknowledge and agree that the LD Amount is not a penalty and is a reasonable approximation of the actual damages sustained by Company under the circumstances given Company's valuable investment in Trainee.

c. Trainee further agrees that, at any time during the Mandate Period, Trainee will, upon request of the Company, confirm in writing Trainee's compliance with this Agreement. Trainee also agrees to waive, as valid consideration for their employment with Client, their right to challenge the validity of this Liquidated Damages provision.

7. **Confidentiality:** Trainee acknowledges and agrees that the terms and conditions of this Agreement and the Related Agreements are confidential in nature. Trainee shall not directly or indirectly divulge, communicate, display, publish, or reveal the terms of this Agreement or related Agreement to any third party. Notwithstanding the foregoing, Trainee may disclose the terms and conditions of this Agreement and the Related Agreements to the Trainee's lawyer, financial advisor, immediate family members, or pursuant to any court order, or as necessary to enforce this Agreement. Trainee's confidentiality obligations set forth herein shall survive the termination or expiration of this Agreement.

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8. **Personal Information:** Company states that personal information of trainees will be maintained confidentially and only used for the required purpose. Also, such information will be designated as confidential or proprietary nature.

9. **Intellectual Property**: No trademark, patent, copyright, trade secret or other intellectual property or proprietary right is licensed, granted or otherwise conveyed, either expressly or by implication, by the disclosure of Confidential Information hereunder

10. **Non-Waiver**: No delay, waiver, omission or forbearance on Company's part to exercise any right, option, duty or power arising out of any breach or default by Trainee under this Agreement shall constitute a waiver by Company to enforce any such right, option, duty or power against Trainee, or as to any subsequent breach or default by Trainee.

11. **Severability**: If any provision of this Agreement is held to be invalid or unenforceable by any arbitrator or court of competent jurisdiction, such provision shall be amended to avoid such invalidity or unenforceability and to preserve as closely as possible the intent of the Parties. If such cannot be amended, then the invalid or unenforceable provision shall be deemed separable from the remaining provisions of this Agreement and shall not affect or impair the validity or enforceability of such.

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12. **Indemnity:** Trainee shall indemnify and hold harmless Revature and its officers, directors, employees and agents from and against any claim, liability, loss, cost, damage or expense including, but not limited to, reasonable attorney's fees and expenses, relating to or arising out of any claim by any third party based on (a) Trainee's performance hereunder, (b) any breach of this Agreement by Trainee, (c) any negligence fraud, or misconduct by Trainee, and (d) any non-competition agreement, invention or secrecy agreement between Trainee and a third party which was in existence as of the date of this Agreement.

13. **Legal Review**: The Parties acknowledge and agree that this Agreement will have important legal consequences and imposes significant requirements on each Party. The Parties further acknowledge and agree that they have been advised and have had the opportunity to obtain independent legal counsel to review this Agreement, and this Agreement is the product of arm's length negotiations among the Parties and shall not be construed against any Party due to authorship. The Parties further acknowledge and agree that they understand all the terms and conditions contained herein.

14. **Governing Law and Disputes**:- Legal Remedy

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a. Any dispute and/or differences whatsoever arising between the parties out of or relating to the construction, meaning, scope, operation or effect of this contract or the validity or the breach thereof shall be settled by compulsory arbitration in accordance with The Arbitration and Conciliation Act, 1996 (including amendments, if any) and the award made in pursuance thereof shall be binding on the parties.

b. The Company shall nominate the sole arbitrator. The venue of the arbitration proceedings shall be in Chennai and the arbitration proceedings shall be in English.

c. In respect of all matters/disputes arising out of, in connection with or in relation to this, only the civil courts at Chennai shall have jurisdiction, to the exclusion of all other courts, subject to the arbitration clause.

15. **Entirety; Construction; Amendment:** This Agreement, along with NDA, Training Agreement and other signed agreements contains the entire understanding between the Parties and supersedes any prior or contemporaneous written or oral agreements between them respecting the subject matter hereof. The language in this Agreement shall be construed according to its fair meaning and not strictly for or against either Party; headings are for convenience only, not for interpretation. This Agreement may only be modified or supplemented by mutual written agreement. **No modification, alteration or amendment of this Agreement shall be binding unless it is in writing, signed by the Parties.**

16. **Assignment:** This Agreement is personal in nature and not assignable or transferable by trainee.

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17. **Authorization; Counterparts**: Each person executing this Agreement represents and warrants that such is duly and validly authorized to do so on behalf of such Party, with full right and authority to execute this Agreement and to bind such Party with respect to all its obligations hereunder. This Agreement may be executed in counterparts, each of which shall be deemed an original, but all of which taken together shall constitute one and the same instrument.

18. **Subject Headings/Captions**: The subject headings/captions used in this Agreement are inserted only for purpose of reference. Such subject headings/captions shall not be deemed to govern, limit, modify or in any other manner affect the scope, meaning or intent of the provisions of this Agreement, or any part thereof, nor shall such subject headings/captions otherwise be given any legal effect.

Except as expressly set forth herein, all terms and conditions of the Agreement remain in full force and effect.

IN WITNESS WHEREOF, the Parties hereto have duly executed this Agreement as of the date of the first signed below.

CONFIDENTIAL

REVATURE:

Signature: DocuSigned by: Praveen Palanisamy 9571988652B0431...

Print Name: Praveen Palanisamy

Title: Recruiter

Date: May 17, 2022 | 1:07 AM EDT

TRAINEE:

Signature: DocuSigned by: B. Dharani 1CD2CCCEB934431...

Print Name: Dharanidharreddy Reddy

Date: May 16, 2022 | 7:37 AM EDT

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

MTCI/HR/Offer/06-July-22
Mr. Bandameedi Jaipal,
Loyola Academy.

Offer Letter

Dear Jaipal,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with **MOBIS.** We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before **01st Sep 2022, Thursday.**

Your Cost to company will be INR **4,50,000/- (Rupees Four Lakh Fifty Thousand only)** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

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. The detailed letter of Appointment will be issued to you on the date of joining.

We request your acceptance of this offer letter by signing on all the pages and send it through an email on or before **08th July 2022, Friday.**

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

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

_____
Candidate Name in Capital Letter

_____
Date & Signature

HYUNDAI MOBIS

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

Annexure A

NAME	Bandameedi Jaipal
DESIGNATION	Graduate Engineer Trainee

COMPONENTS	Amount Per Month (All figures in INR)	Amount Per Annum (All figures in INR)
Basic (40% of Fixed Salary)	15,000	1,80,000
HRA (50% of Basic)	7,500	90,000
Flexible Benefits**	12,479	1,49,742
Employer Contribution To PF (12% of basic)	1,800	21,600
Gratuity (4.81% of Basic)*	722	8,658
Total Cost To Company	**37,500**	**4,50,000**

* Gratuity as per 'Payment of Gratuity Act'.

**Below is the consolidated breakup of Flexible Benefits amount.

Flexible Benefits	Per Annum (INR)
Personal Pursuit	13,200
Uniform Allowance	15,000
Children Education Allowance	2,400
Entertainment Allowance	12,000
Remaining Flexi	1,07,142
Total Flexible Benefits	**1,49,742**

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

HYUNDAI MOBIS

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
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Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

In addition, you will also be entitled to other Welfare Benefits as per prevailing policies:

Welfare Benefits	Details
Lunch	Sponsored by Company
Transportation	Shuttle transport is provided from point to point
Marriage Gift	As per company policy
Festival Gifts	
Service Reward	
Car Purchase Policy	5% to 25% as per the designation and policy
GMC for Self, Spouse, 2 kids & Parents or Parents in Law. (Group Medical coverage)	INR 3 Lakhs per Annum + Top option * (Base Premium sponsored by the company)
GPAP Coverage (Group personal accidental policy)	20~30 lakhs based on Band (Premium sponsored by the company)
GTLI (Group Term Life insurance)	20~30 lakhs based on Band (Premium sponsored by the company)
**Employees has a flexibility to avail top up option for additional 3 lakhs or 6 lakhs with payment of additional premium, ie. on voluntary basis, at employee's cost.*	

Annexure-B

1. All educational Certificates and mark sheets
    - Xth Class Certificate & Marks Sheet
    - XIIth Class Certificate & Marks Sheet
    - Undergraduate Consolidated marks sheet, Provisional and Convocation certificate
    - Diploma / PG Diploma Certificates & Transcripts
    - Any other Certificates with supporting documents
    - EAMCET/TCET/APCET/IITJEE/Deemed University Rank Card
2. Recent Passport Size Photographs (with white background) - 4 Nos.
3. Copy of Valid Passport – (1 copy)
4. Photo copy of Pan Card – (2 copies)
5. Photo Copy of Aadhaar Card (DOB-DD/MM/YY format)- (2 copies)
6. COVID Vaccination certificate (2 Dose) is mandatory – (1 Copy)

Regd. Office : G1 ~ G4, SIPCOT Industrial Park, Irrungattukottai, Sriperumbudur Taluk, Kancheepuram Dist, Tamil Nadu-602 117, INDIA CIN : U50300TN2005PLC056533

HYUNDAI MOBIS

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Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

Annexure-C

01. Probation Period:

You will be on probation period for a period of one year from the date of joining. During the probation period, you will go through the training program, which will consist of classroom training and on-the-job training. Your confirmation will be based on your performance during the probation period and making positive contribution to the Company's objectives. Based on your performance and business requirements, period of probation can be extended for a further period of six months or part thereof. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the probation period.

02. Service Agreement:

Our offer to you as **Graduate Engineer Trainee (GET)** is subjected to the execution of the necessary Service Agreement. You will be required to complete the formalities of the Service Agreement at the time of joining. The Service Agreement details the scope, terms and conditions of your employment and the contractual obligation to be with Mobis India from the date of your joining and up to a period of 3 years from the date of joining Mobis India Limited, Hyderabad. During your employment period, break of the service agreement will lead to legal procedure/financial impact or both.

Please note that the non-execution of Service Agreement at the time of your joining may result in denial to join in the services of the Company.

03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company

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

_____

Name in Capital Letters

_____

Signature

Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer with in the mentioned timeline.

HRD/3T/1003336322/22-23 August 19, 2022

Ms. Bantupalli Yamini
No-6-283/2,
Chintal,
Hyderabad-500030
India

Ph: +91-9700579069

Dear Bantupalli,

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

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.08.19 14:14:36 IST
Reason: Digitally Signed
Location: Bangalore

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

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

HRD/1003336322/22-23 August 19, 2022

Ms. Bantupalli Yamini
No-6-283/2,
Chintal,
Hyderabad-500030
India

Ph: +91-9700579069

Dear Bantupalli,

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

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment (**"Offer Letter"** hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.
"Company" refers to Infosys Limited.
"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" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **03-Oct-2022.**

Location

Your location for employment is **MYSORE, India** .
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 Letter, hereby give your irrevocable consent to the above.

Training

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

Terms and Conditions during Training

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company` s pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

ANNEXURE - I

(Compensation during the first six months from the Date of Joining)

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

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

ANNEXURE - II

(Compensation post successful completion of six months)

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

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

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** **(To be borne by the employee)**
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

Gmail

Vinod Kumar <balamvinodkumar23@gmail.com>

Infosys Campus Recruitment Program: Congratulations, you have a job offer

2 messages

Infosys Freshers Recruitment <Talent.Acquisition@infosys.com> 28 March 2022 at 17:07
To: Infosys Freshers Recruitment <Talent.Acquisition@infosys.com>



Hello!

Thank you for participating in the Infosys Campus Recruitment Program.

Congratulations! You have cleared the interview round to receive a final job offer for the Systems Engineer role. The compensation for this role is INR 3.6 lakhs per annum with one year of probation period from the date of allocation to the business unit.

Please note, this is a conditional job offer subject to your eligibility during the recruitment process and your background verification. If falsification of data is detected during the background verification process, Infosys will revoke the job offer made to you.

In case of any queries, please contact your placement office or write to us at Talent.Acquisition@infosys.com. Infosys recruitment process related emails sent to any other Infosys email address might not be responded to.

We look forward to welcoming you into our Infosys family.

Regards,

Talent Acquisition

Infosys

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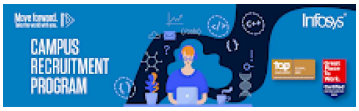
Vinod Kumar <balamvinodkumar23@gmail.com> 26 May 2022 at 20:54
To: "b2bxerox@gmail.com" <b2bxerox@gmail.com>

[Quoted text hidden]

2 attachments



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GlobalLogic®
A Hitachi Group Company

Date : 17-Mar-2022

B Vinod Kumar
Mani Boys Hostel 1-5-104/3,Father Balaiah Nagar,Alwal,Hyderabad

Dear Vinod,

Subject: Offer of Employment with GlobalLogic Technologies Private Ltd.

Congratulations on your selection at GlobalLogic!

We are delighted to offer you the full-time position of **Associate Analyst, Content Engineering (CE02)** at Globallogic Technologies Private Limited (hereinafter "GlobalLogic" or "Company"). You will be based in and work from Hyderabad however, based on the position's requirements; you may be required to work anywhere in India or abroad. You are being appointed for our upcoming new SEZ unit and you may be suitably relocated, as soon as the necessary government approvals are in place and the space is ready for use.

Your joining date would be **21-Mar-2022.** Your detailed salary structure is attached as per Annexure 1.
You are requested to furnish true and correct information pertaining to your qualification, experience & other details on the day of joining as per details mentioned in Annexure 2.

A detailed Appointment letter will be issued to you upon joining the company which will state the terms & conditions of your employment with us. Some of the important terms of your employment are as follows:

1. You will abide by all the rules, regulation and policies of the company. The Company reserves the right to amend such policies, as needed from time to time.
2. You shall be required to work for 9.5 hours in any shift (including night shift and lunch break) as may be required by the Client from time to time. While working for Client on projects, working hours and notified holidays of the client may apply.
3. At the time of tendering resignation you shall be required to give **Sixty (60) days** notice in writing. Your services in the company shall be terminable by giving **Sixty (60) days** notice or Basic salary in lieu thereof as per discretion of the management. Your last working day will be subject to the fulfillment of notice period, proper handover and any other conditions as may be communicated to you in writing by the Company

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A Hitachi Group Company

4. This offer letter is subject to further conditions that:

a) Your employment is subject to your approval and signing of our Non Disclosure Agreement (NDA) at the time of joining.

b) Your appointment is contingent upon successful completion of a background check as per GlobalLogic and Client Background check verification process.

c) We reserve the right to end our employment agreement with you should the results of your background investigation not be successful.

d) This offer is valid up to **subject to your joining GlobalLogic on or before the given joining date**.

5. Your confidentiality obligations are as detailed below:

a) You must not use or disclose to any person any confidential or other potential business transactions, information relating to Company and its Clients business (including, without limitation, computer programs, manuals, source code, object code, technical drawings and algorithms, supplier or potential supplier names, customer or potential customer names and expertise of entities, business contacts, employees and consultants, know-how, formulae, methods of doing business, processes, ideas, inventions, (whether patentable or not), schematics and other technical, business, financial, customer and product development plans, forecasts, strategies, and information, any information relating to the Company or its Clients including the details of the Clients, vendors, and their terms of business, financial information (save to the extent that these are included in published audited accounts) which comes in your possession and which the Company regards, or could reasonably be expected to

regard, as confidential, whether or not such information is reduced to a tangible form or marked in writing as “confidential”, and any and all information which has been or maybe derived or obtained from any such information) and/ or any other potentially sensitive business information relating to our business or our clients which may come to your knowledge during the course of your employment. The aforementioned information shall collectively be referred to as “Confidential Information”.

b) This obligation applies both during and after your employment with us. We consider confidentiality as an extremely important issue and will take appropriate disciplinary action in the case of unauthorized disclosure of confidential information.

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A Hitachi Group Company

c) This clause is not intended to prevent you disclosing information required by or allowed by law.
d) This clause is to be read in conjunction with the Non-Disclosure Agreement that you will sign at the time of joining the Company

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association. Your point of contact on the day of joining will be **HR SPOC at Hyderabad location**. You are requested to report to our office situated at (**GlobalLogic Technologies Private Limited, Unit-3 6th Floor, Block-1, M/s DLF Assets Pvt Ltd, Codeveloper for M/s DLF Infocity Hyderabad Ltd, IT/ITES SEZ, Gachibowli Village, Serilingampally, Mandal, Ranga Reddy District.)** at 9.30 am.

For **GlobalLogic Technologies Private Ltd.**



Gorky Chenna
Authorized Signatory

OFFER ACCEPTANCE & DECLARATION

I have read and understood the above terms and conditions of the above mentioned offer letter and I hereby confirm the acceptance of the same. I also confirm that there has not been any commitment (be it verbal or written) made to me by the company which is not covered in the scope of this offer letter. I will be reporting for duty on **21-Mar-2022.**

Date: Signature: _____

(B Vinod Kumar)

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Annexure -1 Salary Structure	
Name : B Vinod Kumar	
Designation: Associate Analyst, Content Engineering	**Grade: CE02 Band: X**
WEF: 21-Mar-2022	**Location : Hyderabad**
Section A - Gross Fixed Salary Break Up	
Monthly Components (In Rs.)	
Basic	10000
House Rent Allowance	1251
Statutory Bonus Information	1800
Special Allowance	0
ESI Information	424
Total Monthly (A)	**13475**
Total Monthly Annualised (B)	**161700**
Annual Components (In Rs.)	
Provident Fund (As per the PF Act 1952)	14400
National Pension Scheme~	0
Total Annualised (C)	**14400**
Total Fixed Annual Gross Salary (B + C)	**176100**
Section B - Additional Benefits	
Retirals & Health Benefits (Annualized Amount)	
Gratuity	5769
Mediclaim Insurance	1100
Total of Section B	**6869**
Total CTC (Section A + B)	**182969**
Incentive Indication(per annum)**	**36000**
Max Annual Total Remuneration	**218969**

In addition to Mediclaim, employee will be covered under below additional benefits -

1. Group Term Life Insurance worth Rs. 5 Lacs,
2. Group Personal Accident Insurance worth Rs. 2 Lacs

~ An employee contribution of 0.75% will be deducted from employees in hand salary
Employer ESI contribution shall be at the rate of 3.25% of the gross salary.

*** Incentive amount is not a guaranteed amount of your CTC. It may be higher, lower or nil per the terms described herein. Only top performers are eligible to get this incentive basis their monthly/ quarterly performance. The incentive amount may also be fixed for certain specific projects. The incentive program is discretionary, subject to change and based on individual and company performance. It is pro-rated to the duration spent with GlobalLogic for the financial year and will be paid to you only if you are active on GlobalLogic's payroll on the day the incentive is paid.*

For **GlobalLogic Technologies Private Ltd.**



Gorky Chenna
Authorized Signatory

Signature

B Vinod Kumar
Associate Analyst

Mailing | U-3, 6th Floor Block -1, DLF Info City Hyderabad Ltd., IT/ITES SEZ, Gachibowli Village, Serilingampally Mandal, Rangareddy Dist, TS, India - 500019

Registered | 6th floor, Block 1, DLF Cyber city, Hyderabad, Telangana 500019
Phone | 91.40.6141.9900

Phone | 91.40.6141.9900

Web | www.globallogic.com
Mail | info@globallogic.com

CIN | U72200TG2006PTC067980 GlobalLogic Technologies Private Limited (Previously known as GlobalLogic Technologies Limited)

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A Hitachi Group Company

Annexure -2

As part of the joining process, you are expected to get originals, for verification, of the following documents:

1. **Personal Data:**

    a. Passport
    b. 8 Photographs (Passport size)
    c. PAN No. Details. In case of non-availability of PAN, photocopy of application.
    d. Mark Sheets and Certificate of Class X & Class XII
    e. Graduation Certificate
    f. Post Graduation Certificate
    g. Mark sheets for all semesters during Graduation & Post Graduation
    h. Mark sheets and Certificates of Diploma(s)
    i. Mark sheets and Certificates of any training(s) attended
    j. Any other additional diplomas/certificates (Mark-sheets)
    k. UAN (Universal Account Number)
    l. AADHAR Card mandatory

2. **Previous Employment Record:**

    a. Relieving Letter and Work Experience Certificate from all previous employer(s) showing duration of employment, projects worked and technology used (where ever possible)
    b. Copy of the resignation letter
    c. Salary slip/ certificate from the last employer
    d. PF Account No., Regd Address of PF Trust / Commissioner for last 2 companies Income Tax
    e. Form 16/ TDS certificate from ex-employer

For **GlobalLogic Technologies Private Ltd.**

Gorky Chenna
Authorized Signatory

January 28, 2021

To Whomsoever It May Concern

This is to certify that **Lavikanth Sharma** will be working as an **Intern** with **Tavant Technologies India Pvt. Ltd.,** from **01-Feb-22** to **01-Aug-22**.

For Tavant Technologies India Pvt. Ltd.,



Anil Kumar Puthumana
Global Head - HR

TAVANT TECHNOLOGIES INDIA PVT. LTD. -32, C BLOCK, GRAPE GARDEN, 17 TH H MAIN ROAD, KORAMANGALA, 6 TH BLOCK, BANGALORE, KARNATAKA 560095,T: +91-80-4567-1800 **F:** +91-80-2563-0678 WWW.TAVANT.COM
TAVANT TECHNOLOGIES INDIA PVT. LTD. -OKAYA CENTRE, TOWER 1, 5 TH FLOOR, B 5, SECTOR 62, NOIDA, UTTAR PRADESH 201309, T: +91-120-4030300 **F:** +91-120-4030301
TAVANT TECHNOLOGIES INDIA PVT. LTD. -CYBER CROWN, PLOT - C3, 20, 21, 3RD FLOOR, SECTOR 2, VILLAGE HUDA TECHNO ENCLAVE, MADHAPUR, SERILINGAMPALLY, R.R. DISTRICT, HYDERABAD TELANGANA 500081, **T:** +91-40-68314300

HRD/2T/1004476747/22-23 May 17, 2022

Ms. Sharanya Gourishetty
H.No 5/1/1/A,
Near Post Office, Bhiknoor
Kamareddy-503101
India

Ph: +91-9618925308

Dear Sharanya,

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

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.05.17 16:13:58 IST
Reason: Digitally Signed
Location: Bangalore

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

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

HRD/1004476747/22-23 May 17, 2022

Ms. Sharanya Gourishetty
H.No 5/1/1/A,
Near Post Office, Bhiknoor
Kamareddy-503101
India

Ph: +91-9618925308

Dear Sharanya,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **20-Jun-2022.**

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

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

Probation and Confirmation

You will be on probation for a period of 12 months from the date of completion of the training and your allocation to Unit. On successful completion of your probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to Earned Leave, right from your date of joining. You will be eligible for 15 working days of earned leave annually during probation. On 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 and 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.

In addition to your gross salary, you will receive an additional Personal Allowance of **INR 461** per month. This allowance will be paid to you during your probation period, on the condition that your base location remains Bangalore/Mysore/Mangalore/Hubli. This allowance will be discontinued in case of a change in your base location due to official or personal reasons or upon confirmation (whichever is earlier).

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 2022-23 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 500,000** 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 month's 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. Your simple average should not be less than what was specified during the selection process. You should 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 be required to produce all marks sheets and other relevant documents at the time of joining.

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

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

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

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

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

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

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

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

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.05.17 16:13:58 IST
Reason: Digitally Signed
Location: Bangalore

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

ANNEXURE - I
(Compensation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Sharanya Gourishetty**
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.

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

Superset ID: 1448205

Letter of Intent ("LOI")

Dear Sai Ram,

With reference to your interview conducted by us, we are pleased to inform that you have been shortlisted for the position of **Analyst** and **A4** 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 pre-joining trainings and 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 accepting this LOI, you will be provided access to the ADAPT (Accelerated Digital Aid for Pre-onboarding Talent) eLearning platform which allows you to learn and master the concepts and skills required to be industry ready. The learning will be a self-paced journey inclusive of assignments, assessments and webinars as deemed appropriate by Capgemini and the successful completion of the same is a prerequisite for joining Capgemini.

It is very essential that you effectively leverage this platform to complete the courses and clear the assignments and assessments. The progress made by you in this learning journey would not only help you in getting on-boarded on priority but also help you to be trained for advanced skills relevant to your career at Capgemini. We also encourage you to learn beyond the prescribed course curriculum and acquire industry recognized certifications to accelerate your career in this competitive industry.

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, please ensure below format of email subject -

- For queries on Letter of Intent (LOI), write to use with e-mail subject as: **Query on LOI - Superset ID 1448205**
- For queries about on-boarding process, please note the on-boarding communication will be sent once your document validation and verification process is completed. For further queries, write to use with e-mail subject as: **Query on On-Boarding - Superset ID 1448205**
- In case of any other query, write to use with e-mail subject as: **Other Queries- Superset ID 1448205**

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

Tejinder Sethi
Head - Fresher Hiring

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ANNEXURE 1

Sai Ram
Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 4,00,000/- (Rupees Four Lakh only).** On completion of 1 year of service from your date of joining, you will receive fixed one-time incentive of **INR 25,000/- (Rupees Twenty Five Thousand only).** Based on your Date of Joining, your compensation shall be paid monthly. The company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

This is a system generated document and does not need a signature

Kesaboina Bharath Yadav,
Loyola College,
H no 2-45/1 Near hanuman temple
Nagaram Old Village
Medchal Malkajigiri,
Hyderabad - 500083
Mobile: + 91- 9985386868

22 March 2022

Dear Bharath Yadav,
Sub: **Letter of Internship and Offer of Appointment**

We are pleased to offer you appointment as **"Intern"** with our Company on the terms and conditions incorporated in the Service Agreement, which is herewith enclosed. Please sign the Service Agreement as well as the clause of acceptance here under as your acceptance of our offer.

The period of Internship will commence from the date of joining planned as **18 April 2022** and will be in operation for 6 months through end of October 2022.

During the Period of Internship, you will be paid a **stipend of Rs. 12,000 Per Month.** Also, you will generally not be eligible for vacation time during the internship period unless for reasons of health or other emergencies.

Post Internship subject to satisfactory performance review from reporting manager you could be absorbed as a full-time employee in the role of **Software Development Engineer - Frontend**. This full-time status will activate from 01 November 2022 and the gross compensation is fixed at **Rs. 4,00,000 (Rupees Four lakhs only)** per annum from hereon.

Your remuneration structure is personal to you and should not be disclosed or discussed with others. Your expected start date will be **18 April 2022 and reporting location will be at Hyderabad office.**

Please note that during the course of your tenure at Vassar Labs, you might be required to workat any place in the world depending on project needs.

We wish you a rewarding and exciting career with **Vassar Labs**.

For **Vassar Labs Pvt Ltd**



Authorized Signatory

I hereby accept the above offer of appointment as per the terms and conditions of the enclosed Service Agreement and I am hereunder signing as token of my acceptance of the Service Agreement.

_____

(Signature of Employee)
Date:

SERVICE AGREEMENT

This Service Agreement is made and executed on this **22 March 2022** by and between **Vassar Labs IT Solutions Pvt Ltd.**

(Hereinafter referred to as the "Employer" which term shall mean and include all its legal representatives, attorneys, administrators, successors in interest and assignees etc.**)**

Kesaboina Bharath Yadav,
(Hereinafter referred to "Employee")

Whereas the Employer and Employee agreed to set forth in writing the following terms and conditions of the employment of the Employee.

Now this Agreement of Service Witnessed as under: -

1. The Employer agrees to employ the Employee and the Employee accepts such employment on the terms and conditions set forth in this agreement. This agreement shall come into operation from the date on which both parties sign it.

2. Income tax and other statutory deductions from the above remuneration will be as per the Rules and Regulations of Income Tax Act and other laws and as applicable to the Employee's remuneration.

3. During the currency of this contract the employee shall not take up any other assignment, with or without remuneration, under any other employer and shall work exclusively and full time for the employer.

4. The office working hours shall be from 10.00AM to 6.30PM with a half an hour lunch break and the working days are from Monday to Friday. However due to nature of the business, working hours are flexible and the Employee might be required to work necessary hours in order to complete his/her assigned work.

5. The Employee agrees and represents to the Employer that he/she is not subject to any existing contract, which would affect or impede the Employee's liability to perform in accordance with the terms of this agreement.

6. The Employer has acquired and developed and will continue to acquire and develop intellectual property which include systems and procedures, Source Code, business and financial data, credit information in relation to the customers containing their names, addresses, business habits, sales reports, price lists and other information. (All of the foregoing being referred to as the "Proprietary Information")

7. The Proprietary Information is confidential, important, and unique to the Employer's business. The Employer and the Employee acknowledge that the said Proprietary Information represents trade secrets of the Employer. If the employee divulges any such proprietary information to any third person, the employer hereby reserves his right to terminate this agreement.

8. The Employee, for a period of four (4) years from the date of disassociation with the Employer, shall not at any time, directly or indirectly, carry on in any territory any business which competes directly or indirectly with the business of the Employer nor be concerned or interested in any such business in any capacity whatsoever, including, inter alia, as a shareholder, partner, officer, employee, or consultant.

9. The Employee shall use his Endeavour to promote and develop the business of the Employer and shall not, directly, or indirectly, for a period of five (5) years from the date of their disassociation from the Employer.

   9.1. Solicit or attempt in any manner to solicit, any business from (i) any existing customer/ client of the Employer, or (ii) any person whom the Employer has contacted or otherwise dealt with, as long as the Employer is engaged in such business.

   9.2. Induce or attempt to persuade any person, who is an existing or potential customer/client of the Employer, to cease doing business or to reduce the amount of business which such person has customarily done or might propose doing with the Employer.

   9.3. Employ, solicit, incite, canvass, or assist any person to employ, any person who is in the employment of the Employer (including any person who was an employee at any time during the preceding one year)

10. The Employee agrees to keep all Proprietary Information confidential. The Employee agrees to refrain from communicating or divulging any of the Propriety Information to any person, firm, or company during the course of employment and for a period of 3 years following the termination of this agreement for any reason whatsoever.

11. The Employer has acquired, and, during the term of employment the Employee will acquire much similar information about the business of the employer's customers in the same manner and under the same restrictions as said above.

12. Either party will be entitled to terminate this service agreement / employment by giving three months notice in writing post completion of the 2 year mandatory service period . This does not apply if the termination is because of performance or breach of conduct reasons. Salary means the gross remuneration of the month.

13. The employee is entitled to avail the leave facilities as per the employer's leave rules and regulations as shown in Annexure - I. The leave and holiday schedule of a customer are applicable when working on a specific project for a customer.

14. The Employee shall undertake to work, wherever assigned either in India or abroad. While in India the Employee will be based at our Technology Development center in Hyderabad. However, he/she should be willing to travel anywhere in India or abroad. When posted to an overseas location for any assignment the salaries and benefits as applicable to such an assignment shall be mentioned in his/her project assignment letter.

15. The Employer shall reimburse all the expenses as applicable to his/her grade incurred by the Employee for travel, stay and other business-related expenses necessary to carry out the Employee's duties under this agreement upon submitting relevant bills and vouchers.

16. If the Employee breaches any of the terms of this agreement, the Employee agrees to be liable for damages as may be determined by the Employer and the Employer will be at liberty to terminate this agreement.

17. On termination of this contract, Employee will immediately surrender to the Employer before release from the employment, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects, or records, etc., belonging to the Employer or relating to Employer's business. And shall not make or retain any copies of these items. The above terms and conditions are subject to policy of Employer.

18. The invalidity or unenforceability of any of the provisions of this agreement does not in any manner affect any other provisions. If any provisions are determined to be invalid or unenforceable this agreement to be construed as if the invalid or unenforceable provisions was omitted.

19. If any dispute arises between the Employer and Employee under this agreement the courts at Hyderabad/Secunderabad will have jurisdiction.

20. If any declaration given or furnished by the Employee to the Employer is proved to be false or if Employee is found to have willfully suppressed any material information, the Employee will be liable to be removed from the service of the Employer by termination of this agreement.

21. Performance Reviews will be conducted annually and will be effective July every year. You will be entitled for Salary revision in the month of June / July'22 on prorate basis. However, any salary increase will be subject to satisfactory performance, regular attendance, and good conduct.

22. The Employee shall immediately notify to the Employer any change in his/her address as given herein.

23. This agreement of contract will be in force till it is terminated as provided herein or till the Employee attains the retirement age of 60 years, whichever is earlier. The age of retirement will be reckoned as per the date of birth shown in the Employee's school leaving certificate.

24. Company currently does not come under Provident Fund Act and this portion of PF deduction will paid to employee. Once we are covered under PF act Company shall have a contributory Provident Fund Plan as a part of the employee benefits. Under this plan, both employee and the company shall make equal percentage of contributions (presently 12%) of the basic monthly salary of the employee as prescribed under the Provident Fund Laws. And the said contributions shall be paid over to the Regional Provident Fund Commissioner, Government of India, which administers the Provident Fund Plan. Currently for PF both components viz the employee and the employer are added and shown as part of the Gross Salary mentioned earlier in this document)

25. This offer and legal bond executed will constitute a single agreement and hold valid for a period of 2 years from date of joining .

Annexure: I agree to the Service Agreement dated 22 March 2022 made between Vassar Labs IT Solutions Pvt Ltd and Kesaboina Bharath Yadav,

Leave Rules:

Following is the Leave Rules prevalent for the employees of **Vassar Labs** and which are made applicable to the Employee.

Annual / Privilege Leave:

- 20 working days for every completed year
- For more details regarding the leave policy please contact your manager.

Maternity Leave:

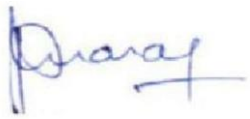
Maternity leave is allowed to all female employees on the following conditions:

- Applicable as per Government Laws.
- Maternity Leave will be as per the Maternity Benefit Act.
- Extension of leave is allowed as per the discretion of the management on case-to-case basis.

General:

- All the leave requests must be in the prescribed application form.
- The leave application form duly approved by the department/divisional head must be submitted to the personnel/administration department.

In witness whereof the parties have signed this agreement on this the **22 March 2022.**



(Signature of Employer)
Date:22 March 2022.

_____

(Signature of Employee)
Date:

CODE OF ETHICS AND CONDUCT

Vassar's Code of Ethics and Conduct provides ethical guidelines for standards of conduct which shapes our developing corporate culture.

Vassar Labs is a commercially driven Software Development and Services company whose profitability depends on excellent standards of performance and delivery. Our success will be determined by your adherence to the following standards of ethics and conduct:

Recruitment and Performance Management:

Skills, qualifications, and experience determine what roles people fill, but integrity, intellectual ability and emotional intelligence are common competency dimensions all staff need to exhibit. Candidates will be recruited, and their performance managed on demonstrated competence to succeed in their duties, in addition to their cultural fit with the ethics and conduct described in this document. Shabby, revealing, or offensive dress or unprofessional behavior is not consistent with this standard. All employees are expected to present a professional face for the company. All employees are required to fully commit to performance and aptitude assessments, or other types of measurements designed to enhance individual and company performance.

Continuous Learning:

As a business of the new economy, all of us have a responsibility to continue to learn and to do all that we can to encourage our fellow employees to do likewise. We must have a commitment to further improvement, be motivated by challenges and to view change as a positive opportunity. Training plans are designed to be consistent with and support the strategic planning initiatives of the company. Involvement in professional associations and other professional and community development activities is expected as a sign of commitment to excellence.

Cooperation:

All of us need help and guidance from time to time. Turning to colleagues for assistance in solving difficult problems shows good judgment and common sense. Never be afraid to ask and never be reluctant to help.

Veracity:

Keeping secrets or creating hidden agendas causes intrigue, miscommunication, and confusion. We should always look for the positive solution to every problem and carry a positive attitude into every aspect of our day. Defeatists are not admired. Negative attitudes create distress whilst positive attitudes relieve stress. We believe that a person's success is mainly due to attitude. By displaying a positive attitude, courage, resilience, appropriate skills, ability and aptitude, your honesty and integrity will be evident.

Respect:

Abuse or harassment in any form is unacceptable. At VassarLabs we respect individual belief systems but do not impose religious or political beliefs on others. Words and actions that are indiscreet, sarcastic, and chauvinistic or made at the expense of an ethnic group or gender are not professional and may be unlawful. Swearing at each other, or at clients or suppliers, in an abusive manner, backbiting, gossiping, manipulating, negative behavior and other divisive activities are destructive and will not be tolerated. Violence or bullying is not acceptable and may constitute a criminal offence. All such forms of unacceptable behavior can be grounds for dismissal.

Intoxication:

Alcohol and other drug abuse are unacceptable at Vassar Labs. You will be disciplined and may be instantly dismissed for being intoxicated or under the influence of non-prescriptive drugs at work, whether on the premises of Vassar Labs, at a customer site, or when representing Vassar Labs at a conference or function.

Legitimacy:

Vassar Labs accepts that you will have commitments such as medical appointments, family activities and other important personal issues to attend to. It is not acceptable to misrepresent your use of this time as this would give the impression of deceit. Be upfront, tell your manager about personal circumstances that may require some flexible work time. Seek approval for such activities.

Time management:

If you are required to work excessive hours to meet deadlines it is your responsibility in collaboration with management to track your time on all tasks and avoid a culture of exploitation. Vassar Labs appreciates that many employees display enormous commitment by working extra hours making it a long day for a committed employee. Wasting company time by excessive chatting and taking regular prolonged smoking breaks may constitute work avoidance and be deemed unprofessional conduct. The onus is on each member of staff to work responsible professional hours.

Health-e-Lifestyle

Vassar Labs encourages a healthy lifestyle for employees and encourages staff to exercise, quit smoking and excessive drinking and take responsibility for safe work practices as part of a healthy lifestyle program.

Initiative:

All of us must strive to take initiative, resolve, or inform others of potential risks, and prove to be steadfast and reliable in order to maintain and reinforce this vital part of our corporate culture. Every employee at Vassar Labs is responsible for the company's success.

Confidentiality:

During the course of our duties with Vassar Labs we will learn confidential information either about Vassar Labs or our clients. In these circumstances, we must not disclose or use any confidential information we obtain for any purpose other than for what it was obtained. Maintaining our clients' confidence in professionalism and integrity is too important to be put at risk. Protection of a company's intellectual property is an essential business and legal ethic.

Privacy:

Information regarding your salary and benefits and those of your colleagues is strictly confidential. Anyone asking about others or discussing their own salaries with colleagues, may be dismissed. Private personnel information must not be disclosed. You may be prosecuted under Privacy Laws for statutory breeches. Collaborating with colleagues to spread misinformation, or confidential information, could result in discrediting others, may be defamatory, and contravenes these fundamental principles. If you have queries regarding salaries or personnel issues speak to the HR Manager.

Occupational Health and Safety:

Vassar Labs encourages employees to take responsibility to avoid damaging their health by attending to both their physical and psychological needs. Employees must take responsibility for their ergonomic needs such as their workstation and work habits, and also for their lifestyle needs such as their psychological and emotional health. Many accidents or other problems at work are caused by negligence and blaming others for conditions and circumstances you would be expected to take action to rectify. All employees are required to take responsibility for occupational health and safety issues in the workplace.

I have read, understood, and agree to comply with the Vassar Labs' Code of Ethics and Conduct.

Employee Name: Kesaboina Bharath Yadav.

Signature: …… **Date: ……...**

Kattupalli Kanthi Kumar
April 22,2022
Hyderabad.

Dear **Kattupalli Kanthi Kumar,**

We take great pleasure in offering you the position of **Associate** as per the terms and conditions mentioned below.

Note: *This conditional offer letter requires successful completion of the* ***internship and post-graduation****. The* ***internship*** *will start on* ***May 02, 2022,*** *and continues until you meet the criterion mentioned above. During this period, a stipend of* ***Rs. 5,000*** *(Five Thousand Rupees Only) is paid****.*** *After successfully completing the internship, the trainee is eligible for full-time employment.* ***A Gross Salary of Rs.3,60,000 (Three Lakh Sixty Thousand Rupees only) is paid per annum as a full-time employee.***

Compensation details are contained in Annexure 1.

Terms and Conditions/Agreement:

Engagement and Services

(a) Engagement. Neo Valley Technology Services India Ltd., hereafter CloudScouts or CloudScouts Technologies, hereby engages the employee to provide and perform the services, and the Employee hereby accepts the engagement.

(b) Standard of Services. All Services to be provided by Employee shall be performed with promptness and diligence in a workmanlike manner and at a level of proficiency to be expected of an employee with the background and experience that Employee has represented it has. CloudScouts shall provide such access to its information, property, and personnel as may be reasonably required to permit the employee to perform the Services.

(c) Representation and Warranty. Employee represents and warrants to CloudScouts that it is under no contractual or other restrictions or obligations that are inconsistent with the execution of this agreement or which will interfere with the performance of the Services.

2. Consultancy Period and Termination

1. Commencement This Agreement shall commence from **May 02, 2022,** and shall remain in effect until termination. The joining date will be adjusted if the employee is available to join early.

2. Termination This agreement may be terminated by the employee, without cause, and without liability, by giving 90 days ' written notice of such termination to CloudScouts. CloudScouts reserves the right to terminate the employee without cause and without liability by giving 90 days' written notice of such termination to the Employee. Either Party may terminate this agreement by giving seven calendar days written notice of such termination to the other Party in the event of:
    1. Material breach by the other Party.
    2. Any other breach that a Party has failed to cure within [Seven Days] 7 calendar days after receipt of written notice by the other Party,

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3. The death or physical or mental incapacity of Employee or any key person performing the Services on its behalf as a result of which the Employee or such key person becomes unable to continue the proper performance of the Services,
4. An act of gross negligence or wilful misconduct of a Party, and
5. The insolvency, liquidation, or bankruptcy of a Party.

6. Effect of Termination. Upon the effective date of termination of this agreement, all legal obligations, rights, and duties arising out of this agreement shall terminate except for such legal obligations, rights, and duties as shall have accrued prior to the effective date of termination and except as otherwise expressly provided in this agreement.

3. Timesheet

1. Time Sheet. The Employee is required to submit his/her time every week. Details of the timesheet entry tool will be provided.

4. Additional Consultancy Clauses

1. The employee is required to suit his working hours to overlap with the client for business meetings.
2. Employee to represent and act only as an agent of CloudScouts-to-CloudScouts clients, active prospects, and CloudScouts team members.
3. CloudScouts code of conduct and other policies as applicable should be adhered to while working at CloudScouts office.
4. Employee agrees that while this contract is in force, he/she will never discuss directly or indirectly with any CloudScouts Client representative the status of his employment with CloudScouts, current compensation.
5. Employee hereby agrees to not discuss his/her remuneration within CloudScouts with any CloudScouts employee or contractor other than a CloudScouts Director or CloudScouts Human Resource representative.
6. The employee should be available to work from 2.00 PM IST to 11.00 PM IST.
7. The employee is allowed 20 days' worth of paid leaves (casual leaves). Execution of these leaves must be agreed well in advance with the line manager.
8. There is no limit on sick leaves. However, availing of sick leave for more than two continuous days must be supported by a doctor's certificate.

5. Work Product and License

(a) Defined. In this agreement, the term "Work Product" shall mean all work product generated by Employee solely or jointly with others in the performance of the Services, including, but not limited to, any and all information, notes, material, drawings, records, diagrams, formulae, processes, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks and trade secrets.

(b) Ownership. The employee agrees to assign and does hereby assign to CloudScouts all rights, title, and interest in and to the Work Product. All Work Product shall be the sole and exclusive property of CloudScouts, and Employee will not have any rights of any kind whatsoever in such Work Product.

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Employee agrees, at the request and cost of CloudScouts, to promptly sign, execute, make and do all such deeds, document acts, and things as CloudScouts may reasonably require or desire to perfect CloudScouts' exclusive right, title, and interest in and to any Work Product.

The employee will not make any use of any of the Work Product in any manner whatsoever without CloudScouts' prior written consent. All Work Products shall be promptly communicated to CloudScouts.

(c) License. If Employee integrates any work that was previously created by the Employee into any Work Product, the Employee shall grant to, and CloudScouts is hereby granted, a worldwide, royalty-free, perpetual, irrevocable license to exploit the incorporated items, including, but not limited to, all copyrights, patents, designs, trade secrets, trademarks or other intellectual property rights, in connection with the Work Product in any manner that CloudScouts deems appropriate. Employee warrants that it shall not knowingly incorporate into any Work Product any material that would infringe any intellectual property rights of any third party.

6. Confidential Information

(a) Defined. In this agreement, the term "Confidential Information" shall mean the Work Product and any and all information relating to CloudScouts business, including, but not limited to, research, developments, product plans, products, services, diagrams, formulae, processes, techniques, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks, trade secrets, customers, suppliers, markets, marketing, finances disclosed by CloudScouts either directly or indirectly in writing, orally or visually, to Employee. Confidential information does not include information which:

1. Is in or comes into the public domain without breach of this agreement by the Employee,
2. Was in possession of the Employee prior to receipt from CloudScouts and was not acquired by the Employee from CloudScouts under an obligation of confidentiality or non-use,
3. is acquired by the Employee from a third party, not under an obligation of confidentiality or non-use to CloudScouts, or
4. is independently developed by the Employee without the use of any Confidential Information of CloudScouts.

(b) Obligations of Non-Disclosure and Non-Use. Unless otherwise agreed to in advance and in writing by CloudScouts, Employee will not, except as required by law or court order, use the Confidential Information for any purpose whatsoever other than the performance of the Services or disclose the Confidential Information to any third party.

The employee may disclose the Confidential Information only to those of its employees who need to know such information. In addition, prior to any disclosure of such Confidential Information to any such employee, such Employee shall be made aware of the confidential nature of the Confidential Information and shall execute, or shall already be bound by, a non-disclosure agreement containing terms and conditions consistent with the terms and conditions of this agreement. In any event, the Employee shall be responsible for any breach of the terms and conditions of this agreement by any

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of its employees. Employee shall use the same degree of care to avoid disclosure of the Confidential Information as it employs with respect to its own Confidential Information of like importance, but not less than a reasonable degree of care.

(c)Return of Confidential Information. Upon the termination or expiration of this agreement for any reason, or upon CloudScouts earlier request, Employee will deliver to CloudScouts all of the CloudScouts property or Confidential Information in a tangible form that Employee may have in its possession or control. The Employee may retain one copy of the Confidential Information in its legal files.

7. Non-Publicity

CloudScouts and Employee agree not to disclose the existence or contents of this agreement to any third party without the prior written consent of the other Party except: (i) to its advisors, attorneys, or auditors who need to know such information, (ii) as required by law or court order, (iii) as required in connection with the reorganization of a Party, or its merger into any other corporation, or the sale by a Party of all or substantially all of its properties or assets, or (iv) as may be required in connection with the enforcement of this agreement.

8. Assignment

The Services to be performed by Employee hereunder are personal in nature, and CloudScouts has engaged Employee as a result of Employee's expertise relating to such Services. Employee, therefore, agrees that it will not assign, sell, transfer, delegate, or otherwise dispose of this agreement or any right, duty, or obligation under this Agreement without CloudScouts' prior written consent. Nothing in this Agreement shall prevent the assignment by CloudScouts of this Agreement or any right, duty, or obligation hereunder to any third party.

9. Non-compete and non-solicitation:

Employee shall not, for a period of 12 months from the Termination Date of employment and while, either on his/her account (whether directly or indirectly) or as representative, employee partner, director, financier, shareholder, or agent of any other firm, person, CloudScouts or organization:

1. Be engaged or interested in any business concern which shall be in India or abroad and be in competition with CloudScouts or with CloudScouts related companies, in the provision of the relevant services, being services of a kind with which you were concerned to a material extent during the period of 12 months prior to the termination date, always provided that nothing in this section shall restrain you from engaging or being interested as aforesaid in any business in so far as your duties or work relate principally to services or goods of a kind with which you were not concerned during the period of 12 months prior to the termination date; or
2. Have any direct or indirect dealings with any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
3. Canvas or solicit or entice away any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
4. Solicit, induce or entice away from CloudScouts or CloudScouts related companies, any employee.

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CloudScouts will be entitled to a legal remedy to the full extent of the law if this clause is not adhered to in any way.

10. Discrimination and Harassment in Workplace:

The organization upholds high Work Ethics and does not tolerate harassment and abuse in the workplace. Any discrimination based on age, disability, gender, nationality, race, color, religion, social or ethnic origin, sexual orientation. It is strictly forbidden. The indulgence of any of the above actions will be followed by necessary steps that can even lead to the employee's termination with immediate effect.

11. Governing Law

This agreement shall be governed by and construed according to the laws of India without regard to its rules on conflicts of law.

12. General

This agreement constitutes the entire agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This agreement may not be modified other than by a written instrument executed by duly authorized representatives of the Parties.

No waiver of any provision of this agreement shall constitute a waiver of any other provision(s) or of the same provision on another occasion. Failure of either Party to enforce any provision of this agreement shall not constitute a waiver of such provision or any other provision(s) of this agreement.

Should any provision of this agreement be held by a court of competent jurisdiction to be illegal, invalid, or unenforceable, such provision may be modified by such court in compliance with the law giving effect to the intent of the Parties and enforced as modified. All other terms and conditions of this agreement shall remain in full force and effect and shall be construed in accordance with the modified provision.

Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: Kattupalli Kanthi Kumar
Title: Associate

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Annexure 1

Statement of year Remuneration and Entitlements:

Name: Kattupalli Kanthi Kumar
Designation: Associate

Salary Details	Amount (Rs) pa	Amount (Rs) pm
Gross Salary	339,622.65	28,301.89
Employer PF Contribution	20,377.35	1,698.11
CTC Amount	**360,000.00**	30,000.00
Take Home Estimation		
Earnings		
Basic	169,811.32	14,150.94
HRA	84,905.66	7,075.47
Special Allowance	84,905.66	7,075.47
Earnings Before Deductions	**339,622.65**	**28,301.89**
Deductions		
Professional tax	2,400.00	200.00
Employee PF Contribution	20,377.35	1,698.11
Earnings After Deductions	**316,845.29**	**26,403.77**

TOTAL COST TO THE COMPANY

(Three Lakh Sixty Thousand Rupees Only)

Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: Kattupalli Kanthi Kumar
Title: Associate

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Annexure 2

Kindly submit photocopies of the following documents:

1. Education Certificate(s)
2. Prior Experience & Relieving letter
3. Latest Payslip
4. Appointment letter from the previous Employer
5. Latest Increment letter from the previous Employer
6. True copies of Passport/PAN/Aadhar
7. Bank Account number
8. Back Name & IFSC code
9. Family details for Group health insurance

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29/6/2022
Hyderabad, Telangana

Vignesh Camalapuram Subramanyam
9515754472
vigneshcamalapuram@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Vignesh Camalapuram Subramanyam,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Vignesh Camalapuram Subramanyam, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Vignesh Camalapuram Subramanyam

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

Congratulations!!! Offer Letter for" Intern -Software Engineer " DEFTeam Solutions Pvt. Ltd, Hyderabad!

1 message

Srilatha - DEFTeam <srilatha.thallam@defteam.com> Tue, 28 Dec 2021 at 16:02
To: Md Atheeq <mohammed.atheeq79666@gmail.com>
Cc: Kiran Soin - DEFTeam <ks@defteam.com>, Gurpreet Singh - DEFTeam <gs@defteam.com>

Dear Atheeq,

Further to our discussion, it is with pleasure that we formally extend to you, the offer of employment with DEFTeam Solutions Pvt. Ltd as “Intern -Software Engineer” at DEFTeam’s Hyderabad development centre, located at DEFTeam Point (First Floor) in Kundanbagh, Begumpet – Hyderabad -16.

Joining date: You will be required to report our office in Hyderabad on **Monday, February 07, 2022,** at 10:30 AM.

Compensation: You will be eligible for a stipend of INR 12,500 per month till the completion of your probation period .After completing of your probation period, you will be absorbed as a regular employee of DEFTeam and a separate letter, compensation will be provided to you.

We believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond. We are glad that you are going to be part of this success journey.

We welcome you to DEFTeam and look forward to a fruitful collaboration and wishing you all the very best.

Please acknowledge by return mail as an acceptance of the offer by today (28th December 2021) before 7:00pm.

Note: The actual DOJ may differ due to prevailing COVID-19 situation and any changes will be communicated accordingly.

Thanks,

Srilatha Thallam

Manager Human Resources

DEFTeam Solutions Pvt. Ltd.

Suraj Arcade, 6-3-1191/7, Kundanbagh Colony, Begumpet, Hyderabad, Telangana 500016

Tel. : +91-40-49459981, +91-40-23409993 x 121

Toll Free: (USA only) +1-888-9-DEFTEAM, (India Only) 1-800-425-DEFTEAM
www.defteam.com



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Congratulations!!! Offer Letter for" Intern -Software Engineer " DEFTeam Solutions Pvt. Ltd, Hyderabad!

1 message

Srilatha - DEFTeam <srilatha.thallam@defteam.com> Tue, Dec 28, 2021 at 4:00 PM
To: ANTITU SISILY FRANCIS <antitusisilyfrancis@gmail.com>
Cc: Kiran Soin - DEFTeam <ks@defteam.com>, Gurpreet Singh - DEFTeam <gs@defteam.com>

Dear Antitu,

Further to our discussion, it is with pleasure that we formally extend to you, the offer of employment with DEFTeam Solutions Pvt. Ltd as “Intern -Software Engineer” at DEFTeam’s Hyderabad development centre, located at DEFTeam Point (First Floor) in Kundanbagh, Begumpet – Hyderabad -16.

Joining date: You will be required to report our office in Hyderabad on **Monday, February 07, 2022,** at 10:30 AM.

Compensation: You will be eligible for a stipend of INR 12,500 per month till the completion of your probation period .After completing of your probation period, you will be absorbed as a regular employee of DEFTeam and a separate letter, compensation will be provided to you.

We believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond. We are glad that you are going to be part of this success journey.

We welcome you to DEFTeam and look forward to a fruitful collaboration and wishing you all the very best.

Please acknowledge by return mail as an acceptance of the offer by today (28th December 2021) before 7:00pm.

Note: The actual DOJ may differ due to prevailing COVID-19 situation and any changes will be communicated accordingly.

Thanks,

Srilatha Thallam

Manager Human Resources

DEFTeam Solutions Pvt. Ltd.

Suraj Arcade, 6-3-1191/7, Kundanbagh Colony, Begumpet, Hyderabad, Telangana 500016

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75% 8:28 pm
Guthula Vamshi...



20 April 2022

Guthula Vamshi,
Loyola College,
Flat no 27/25,
Rajiv Gruha Kalpa, Suraram,
Quthubullapur Mandal,
IDA Jeedimetla, Medchal,
Malkajgiri - 500055
Mobile: + 91- 9059360699

Dear **Vamshi**,
Sub: **Letter of Internship and Offer of Appointment**

We are pleased to offer you appointment as **"Intern"** with our Company on the terms and conditions incorporated in the Service Agreement, which is herewith enclosed. Please sign the Service Agreement as well as the clause of acceptance here under as your acceptance of our offer.

The period of Internship will commence from the date of joining planned as **25 April 2022** and will be in operation for 6 months through end of October 2022.

During the Period of Internship, you will be paid a **stipend of Rs. 12,000 per month (Rupees Twelve Thousand only).** Also, you will generally not be eligible for vacation time during the internship period unless for reasons of health or other emergencies.

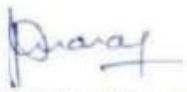
Post Internship subject to satisfactory performance review from reporting manager you could be absorbed as a full-time employee in the role of **Software Test Engineer**. This full-time status will activate from November 2022 and the gross compensation is fixed at **Rs. 3,00,000 (Rupees Three lakhs only)**per annum from hereon.

Your remuneration structure is personal to you and should not be disclosed or discussed with others. Your expected start date will be **25 April 2022 and reporting location will be at Hyderabad office.**

Please note that during the course of your tenure at Vassar Labs, you might be required to workat any place in the world depending on project needs.

We wish you a rewarding and exciting career with **Vassar Labs**.

For **Vassar Labs Pvt Ltd**



Authorized Signatory

I hereby accept the above offer of appointment as per the terms and conditions of the enclosed Service Agreement and I am hereunder signing as token of my acceptance of the Service Agreement.

_____

(Signature of Employee)
Date:

Offer: Computer Consultancy
Ref: TCSL/DT20217807648/Hyderabad
Date: 12/11/2021

Mr. Diwakar Jha
Hno 37Azab Nagar Karnibag,
Deoghar,
Deoghar-814112,
Jharkhand.
Tel# 91-8210030516

Dear Diwakar Jha,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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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

Conditions).You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹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

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of **₹1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be **₹600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of **₹200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

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Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board /University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**

You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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,

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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. 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.

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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

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.

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19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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.

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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

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. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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:

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(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 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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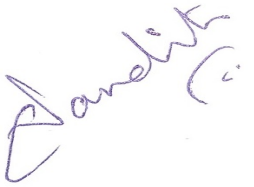
Withdrawal of Offer
If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

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	**Diwakar Jha**
Designation	**Assistant System Engineer-Trainee**
Institute Name	**Loyola Academy Degree And P.G. College**

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
Xplore/ Learning Incentive****		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore 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.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,000	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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+91 40 2311 2111
info@autorabit.com

Date: 17th February 2022

Mr. Digamber Jha,
Hyderabad.

Dear Mr. Digamber Jha,

Congratulations!!!

You are now part of **AutoRABIT Software Private Limited.**

Your position will be **Software Engineer** in our Hyderabad Office with the following terms and conditions:

1. Your employment will commence on **2nd March 2022.**
2. Your starting remuneration shall be INR **6,00,000/- (Rupees Six Lakhs Only)** per annum subject to deduction of taxes as per law.

Particulars	Amount
Basic	19280
HRA	7712
Conveyance	1600
Medical Reimbursement	1250
Children Education Allowance	200
Telephone and Internet Allowance	1500
Uniform Allowance	2000
LTA*	5000
Special Pay	9658
Total	**48200**
Employee PF	1800
Professional Tax	200
Payable	**46200**
Employer Contribution To PF	1800
Total CTC PM	**50000**
Total CTC PA	**600000**

AutoRABIT wishes for the well-being of its employees, and you will be covered under company's insurance policy which includes:

- Group Medical Claim (Employee + Parents + Spouse + Children). Sum Insured is INR 5 Lakhs (INR 2,50,000 restricted to Parents).
- Group Personal Accidents (Only Employee)
- Group Term Life Insurance – 3 times Total CTC or 90 Lakhs whichever is minimum.

+91 40 2311 2111
info@autorabit.com

3. Your employment is contingent upon your:
    a. Submitting a course completion certificate from your college on the date of joining
    b. Having furnished correct information regarding your past service, academic records, and verification of the same

4. Company may at its discretion conduct a background check using a third-party agency. Your employment is contingent on the verification of information by the third-party agency's background check report.

5. Your job assignment may require you to be anywhere in and outside India where the company may have its business. You may be required to stay abroad or offsite continuously for long duration of time. If you are sent abroad, during your period of stay you will continue to draw your Indian salary and allowances.

6. You will be on probation for a period of 180 days from your date of joining. During this period, your services may be terminated with a notice of 24 hours. Your employment will be automatically confirmed after completing of the probation period unless otherwise stated by the company.

7. After confirmation, termination of services will be with a two-month notice in writing or on a two-month salary in lieu thereof, on either side. You will not be permitted to adjust any accrued leave against the notice period.

8. **Leaves:** You will be entitled to AutoRABIT's leave policy which includes
    a. General Leave: 1 day per month
    b. Privilege Leave: 1 day per month after completion of probation period.
    c. Festival Holidays: 10 Days in calendar year

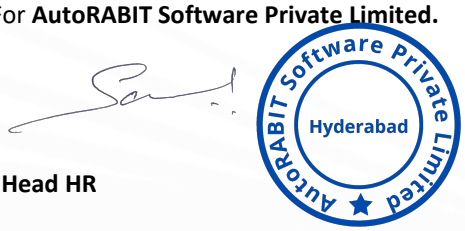
9. You will have to sign employment agreement document provided to you on the date of joining.

10. **This offer is valid up to 18th February 2022, unless otherwise extended in writing by the company.** Kindly confirm your acceptance before **18th February 2022** by replying to the email. In case we do not receive the acceptance on or before the mentioned date the offer shall automatically be withdrawn.

We look forward to having you with us and hope to see you contribute towards the growth of the Company.

Yours Sincerely

For **AutoRABIT Software Private Limited.**



Head HR

I **Mr. Digamber Jha,** here by acknowledge the offer letter.

Date: _____

Place: _____ Signature

Congratulations!!! Offer Letter for" Intern -Software Engineer " DEFTeam Solutions Pvt. Ltd, Hyderabad!

1 message

Srilatha - DEFTeam <srilatha.thallam@defteam.com> Tue, 28 Dec 2021 at 16:04
To: Sri Raghavendra <raghav.singh3177@gmail.com>
Cc: Kiran Soin - DEFTeam <ks@defteam.com>, Gurpreet Singh - DEFTeam <gs@defteam.com>

Dear Raghavendra,

Further to our discussion, it is with pleasure that we formally extend to you, the offer of employment with DEFTeam Solutions Pvt. Ltd as “Intern -Software Engineer” at DEFTeam’s Hyderabad development centre, located at DEFTeam Point (First Floor) in Kundanbagh, Begumpet – Hyderabad -16.

Joining date: You will be required to report our office in Hyderabad on **Monday, February 07, 2022,** at 10:30 AM.

Compensation: You will be eligible for a stipend of INR 12,500 per month till the completion of your probation period .After completing of your probation period, you will be absorbed as a regular employee of DEFTeam and a separate letter, compensation will be provided to you.

We believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond. We are glad that you are going to be part of this success journey.

We welcome you to DEFTeam and look forward to a fruitful collaboration and wishing you all the very best.

Please acknowledge by return mail as an acceptance of the offer by today (28th December 2021) before 7:00pm.

Note: The actual DOJ may differ due to prevailing COVID-19 situation and any changes will be communicated accordingly.

Thanks,

Srilatha Thallam

Manager Human Resources

DEFTeam Solutions Pvt. Ltd.

Suraj Arcade, 6-3-1191/7, Kundanbagh Colony, Begumpet, Hyderabad, Telangana 500016

Tel. : +91-40-49459981, +91-40-23409993 x 121

Toll Free: (USA only) +1-888-9-DEFTEAM, (India Only) 1-800-425-DEFTEAM
www.defteam.com



DEFTeam - A WINNER OF





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25/7/2022
Hyderabad, Telangana

Saurav Kumar
8466921068
sauravkumarrock9@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Saurav Kumar,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 27/7/2022. Your employment as Data Scientist will start from 6/8/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Saurav Kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Saurav Kumar

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

Offer: Computer Consultancy
Ref: TCSL/DT20218452782/Hyderabad
Date: 05/12/2021

Mr. Nandalala Dintakurthi
Plot No. 204, Pearl Block.,
Kompally,
Hyderabad-500100,
Telangana.
Tel# -

Dear Nandalala Dintakurthi,

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. Over and above this, you will also be eligible for Learning Incentives (Readiness Incentive and/or Competency Incentive) basis your performance in TCS Xplore Program which gives you an additional earning potential of upto **Rs.60,000** during the first year.Annexure-1 provides the break-up of the compensation package.

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 Days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore (detailed under Terms &

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Conditions).You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹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

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amount between the components as per your tax plan, once you join TCSL.

PERFORMANCE PAY

Monthly Performance Pay
You will receive a monthly performance pay of ₹**1,700/-**. The same will be reviewed on completion of your first Anniversary with the company and will undergo a change basis your own ongoing individual performance.

Quarterly Variable Allowance
Your variable allowance will be ₹**600/-** per month, and will be paid at the closure of each quarter based on the performance of the company and your unit and to the extent of your allocation to the business unit.

Quarterly Variable Allowance is subject to review on your first anniversary and may undergo a change based on the actual performance of the Company, your business unit and your own ongoing individual performance. The payment is subject to your being active on the company rolls on the date of announcement of Quarterly Variable Allowance.

This Pay/Allowance shall be treated as productivity bonus in lieu of statutory profit bonus.

Performance Pay will be effective upon successful completion of the TCS Xplore Programme.

CITY ALLOWANCE

You will be eligible for a City Allowance of ₹**200/-** per month. This is specific to India and is linked to your base branch. In the event of a change in your base branch this amount may undergo a change. It will stand to be discontinued while on international assignments. This allowance is fully taxable and subject to review.

XPLORE/ LEARNING INCENTIVES

You will be eligible for Readiness Incentive AND/ OR Competency Incentive, basis your performance in TCS Xplore Program. The incentives gives you an additional earning potential of upto Rs.60,000 over and above your CTC during the first year.

OTHER BENEFITS

Health Insurance Scheme
TCSL brings the benefit of health insurance cover to you and your dependants under the company's Health Insurance Scheme(HIS).

HIS offers the following benefits:

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1. **Basic Cover**

   i. Entitlement - Includes domiciliary expenses up to ₹6,000/- per insured person per annum and basic hospitalization expenses up to ₹2,00,000/- per insured person per annum.

   ii. Premium - Basic premium for self, spouse and three children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependent parents/parents-in-law or remaining children, the applicable premium per insured person is to be borne by you.

2. **Higher Hospitalisation**

   Coverage under Higher Hospitalisation is mandatory. Under this scheme, you and your enrolled dependents will be automatically covered under Higher Hospitalisation benefits.

   i. Entitlement - You and your enrolled dependants will be entitled for ₹12, 00,000/- as a family floater coverage towards hospitalisation expenses, over and above the individual basic coverage.

   ii. Premium - For Higher Hospitalisation, a part of the premium will be recovered from your salary and the differential premium will be borne by TCSL.

Maternity Leave

Women employees are eligible to avail maternity leave of twenty six weeks. Adopting or commissioning mother,may avail maternity leave for twelve weeks. For more details on the benefits and eligibility, once you join, please refer TCS India Policy - Maternity Leave.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Loans

You will be eligible for loans, as per TCSL's loan policy.

Professional Memberships

You will be eligible for reimbursement of expenses towards professional membership as per TCSL's policy.

RETIRALS

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Provident Fund
You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity
You will be entitled to gratuity as per the provisions of the Gratuity Act, 1972.

TERMS AND CONDITIONS

1. **Aggregate Percentage Requirements**
   Your appointment will be subject to your scoring minimum aggregate (aggregate of all subjects in all semesters) marks of 60% or above (or equivalent CGPA as per the conversion formula prescribed by the Board /University) in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and highest qualification (Graduation/ Post Graduation as applicable) which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility.

   As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

   It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. **Pre requisites for Joining**
   To enable your readiness to work on assignments upon joining, we have put together a comprehensive learning program named TCS Xplore which is made available to you digitally. This foundation program will include Online learning content, Webinars, practice sessions & proctored assessments. Further to accepting this Offer letter, you are required to enroll for the TCS Xplore Program and start your learning journey with TCSL. TCSL will make Xplore program available for you upon your offer acceptance. Please note that your joining is subject to successful completion of your TCS Xplore program including the proctored assessment. We encourage you to complete your pre-learning, through TCS Xplore, well before your expected date of joining to avoid delays in onboarding.

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3. **Training Period**
You will be required to undergo class room and on the job training in the first twelve months (including the TCS Xperience Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 3 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of TCS Xperience trainees without any further intimation/separate communication to you.

4. **Working Hours**
Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. **Mobility**
TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. **Compensation Structure / Salary components**
The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. **Increments and Promotions**
Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

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,

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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. **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.

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This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

13. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

14. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

15. Notice Period

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.

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19. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external background checks. Normally, such checks are completed within one month of joining.If the background check reveals unfavourable results, you will be liable to disciplinary action including termination of traineeship/service without notice.

20. Submission of Documents

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.

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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

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. If you are requested to join TCSL inspite of you not completing the Xplore proctored assessment, you will be provided Xplore training on premise and the above said evaluation process will stand good. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

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:

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Tata Consultancy Services Limited
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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

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(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 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	Nandalala Dintakurthi
Designation	Assistant System Engineer-Trainee
Institute Name	Loyola Academy Degree And P.G. College

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
Xplore/ Learning Incentive**		Upto 60,000

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore 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.

**** Xplore/ Learning Incentive is paid over and above the CTC during first year, based on your performance in TCS Xplore Program. Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	6,000	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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June 27th, 2022

Mr. Dinesh Reddy Jetta
Hyderabad

Dear Dinesh,

It is with pleasure that we formally extend to you our offer to join DEFTeam Solutions Pvt. Ltd as an "**Software Engineer Intern**" at DEFTeam' Hyderabad office located at Suraj Arcade in Kundanbagh, Begumpet - Hyderabad. The major aspects of our offer are detailed below:

1. Designation:

You will be designated as "Software Engineer *Intern*".

2. Probation period:

You will be on a probation period of Six months starting from June 27th, 2022 and based upon your performance the probation period can be extended at the sole discretion of the DEFTeam Management. Please be informed that your learning & work-related tasks will be monitored at regular intervals during the Internship period. In case your internship period is extended, it can be extended only for one term of 3 months. If at the ending of the extended internship period it is still found that your performance is not up to the mark, your services with DEFTeam can be terminated. To end the probation period and start full time employment with DEFTeam it is a Pre-requisite that you need to provide a written proof from the institute, that you have completed all the requirements for the MCA program.

During probation your services will be liable for termination with a notice of fifteen (15) days without having to assign any reasons thereof. After completing the probation period, you will be expected to serve with DEFTeam for a period of 3 years, thereby making 42 months commitment. A separate "bond" may be required to be signed for the same and will be provided to you during/after probation period. Therefore, your total commitment period with DEFTeam from the start date is minimum of 42 months (including internship period).

3. Compensation during Probation:

You will be eligible for a stipend of Rs. 12,500 per month till the end of probation period.

4. 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.

5. Abide by DEFTeam's Human Resource Policies:

You will be required to abide by the Human Resource policies of DEFTeam Solutions. A separate document will be provided for the same.
During probation period, you will not be entitled to any paid leave except the standard and notified leave as per DEFTEAM's Holiday List or insurance coverage and other facilities offered by DEFTeam to all other employees. Any leave taken during probation period will be unpaid and your probation period can be extended accordingly.

6. Employment with DEFTeam:

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. You will be getting an annual CTC (cost to company) of up to Rs. 350,000 (Three lakhs Fifty Thousand only) all inclusive, upon confirmation. The exact details of

your offer and Performance Bonus will be provided to you at the end of your probation period and will be based upon your performance during the probation period. Management's decision will be final, and binding and no negotiation or discussion will be entertained.

7. 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 42 months from the start date of this letter.

ii. In case you leave before the stipulated agreed commitment period of 42 months (ending on December 27th, 2025), you will be required to pay a penalty of Rs. 3,50,000 (Three lakhs Fifty Thousand only) or the salary equivalent to preceding 12 months of your salary paid to you by DEFTeam, whichever is higher.

8. 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 also not engage in any other gainful activities without informing the DEFTEAM management. You will be required to sign a separate "*Employment agreement*" with DEFTeam, which will be provided to you at the time of joining.

9. Joining date:

You will be required to report to our office in Hyderabad on Monday, June 27th, 2022, failing which this offer letter shall stand withdrawn automatically, without any further intimation to you.

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 within two working days of receipt. Should we not hear back from you in this timeframe, this offer will be considered null and void. If you need any further information, please do not hesitate to contact us.

Dinesh, we believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond.

Wishing you all the very best,

Sincerely,

For **DEFTeam Solutions Pvt. Ltd.**

Kiran J. Soin
Chief Delivery Officer

I hereby accept the above offer,

J Dinesh Reddy

Dinesh Reddy Jetta
Dated: 06-09-2022

HYUNDAI MOBIS

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

MTCI/HR/Offer/06-July-22
Mr. Mohammad Arif,
Loyola Academy.

Offer Letter

Dear Mohammad Arif,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with **MOBIS.** We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before **01st Sep 2022, Thursday.**

Your Cost to company will be INR **4,50,000/- (Rupees Four Lakh Fifty Thousand only)** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

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. The detailed letter of Appointment will be issued to you on the date of joining.

We request your acceptance of this offer letter by signing on all the pages and send it through an email on or before **08th July 2022, Friday.**

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

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

_____
Candidate Name in Capital Letter

_____
Date & Signature

HYUNDAI MOBIS

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

Annexure A

NAME	Mohammad Arif
DESIGNATION	Graduate Engineer Trainee

COMPONENTS	Amount Per Month (All figures in INR)	Amount Per Annum (All figures in INR)
Basic (40% of Fixed Salary)	15,000	1,80,000
HRA (50% of Basic)	7,500	90,000
Flexible Benefits**	12,479	1,49,742
Employer Contribution To PF (12% of basic)	1,800	21,600
Gratuity (4.81% of Basic)*	722	8,658
Total Cost To Company	**37,500**	**4,50,000**

* Gratuity as per 'Payment of Gratuity Act'.

**Below is the consolidated breakup of Flexible Benefits amount.

Flexible Benefits	Per Annum (INR)
Personal Pursuit	13,200
Uniform Allowance	15,000
Children Education Allowance	2,400
Entertainment Allowance	12,000
Remaining Flexi	1,07,142
Total Flexible Benefits	**1,49,742**

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

HYUNDAI MOBIS

Mobis India Limited
(Unit-2) Mobis Technical Centre of India
7th & 8th Floor (Part) of Building No : 12B
Sundew Properties Ltd IT/ITES SEZ, Mindspace,
Madhapur Village, Serilingampally (M), R.R. Dist.,
Hyderabad - 500 081, Telangana State - INDIA
Website : www.en.mobis.co.kr
Tel:+91-40-67203000 Fax:+91-40-67203099

In addition, you will also be entitled to other Welfare Benefits as per prevailing policies:

Welfare Benefits	Details
Lunch	Sponsored by Company
Transportation	Shuttle transport is provided from point to point
Marriage Gift	As per company policy
Festival Gifts	
Service Reward	
Car Purchase Policy	5% to 25% as per the designation and policy
GMC for Self, Spouse, 2 kids & Parents or Parents in Law. (Group Medical coverage)	INR 3 Lakhs per Annum + Top option * (Base Premium sponsored by the company)
GPAP Coverage (Group personal accidental policy)	20~30 lakhs based on Band (Premium sponsored by the company)
GTLI (Group Term Life insurance)	20~30 lakhs based on Band (Premium sponsored by the company)
**Employees has a flexibility to avail top up option for additional 3 lakhs or 6 lakhs with payment of additional premium, ie. on voluntary basis, at employee's cost.*	

Annexure-B

1. All educational Certificates and mark sheets
    - Xth Class Certificate & Marks Sheet
    - XIIth Class Certificate & Marks Sheet
    - Undergraduate Consolidated marks sheet, Provisional and Convocation certificate
    - Diploma / PG Diploma Certificates & Transcripts
    - Any other Certificates with supporting documents
    - EAMCET/TCET/APCET/IITJEE/Deemed University Rank Card
2. Recent Passport Size Photographs (with white background) - 4 Nos.
3. Copy of Valid Passport – (1 copy)
4. Photo copy of Pan Card – (2 copies)
5. Photo Copy of Aadhaar Card (DOB-DD/MM/YY format)- (2 copies)
6. COVID Vaccination certificate (2 Dose) is mandatory – (1 Copy)

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Annexure-C

01. Probation Period:

You will be on probation period for a period of one year from the date of joining. During the probation period, you will go through the training program, which will consist of classroom training and on-the-job training. Your confirmation will be based on your performance during the probation period and making positive contribution to the Company's objectives. Based on your performance and business requirements, period of probation can be extended for a further period of six months or part thereof. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the probation period.

02. Service Agreement:

Our offer to you as **Graduate Engineer Trainee (GET)** is subjected to the execution of the necessary Service Agreement. You will be required to complete the formalities of the Service Agreement at the time of joining. The Service Agreement details the scope, terms and conditions of your employment and the contractual obligation to be with Mobis India from the date of your joining and up to a period of 3 years from the date of joining Mobis India Limited, Hyderabad. During your employment period, break of the service agreement will lead to legal procedure/financial impact or both.

Please note that the non-execution of Service Agreement at the time of your joining may result in denial to join in the services of the Company.

03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company

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

_____
Name in Capital Letters

_____
Signature

Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer with in the mentioned timeline.

anblicks
Cloud | Data | Analytics

Anblicks Cloud Data Engg Private Limited
Block-A, Floor 8th, 801 to 806, Navratna Corporate Park,
Opp Jayantilal Park, Ambli Bopal Road, Ahmedabad-380058
Tel.: +91 (2717) 457-988 Email: contact@anblicks.com
URL: www.anblicks.com CIN: U72300GJ2014PTC078506

December 9, 2022

To,
Naveen Kumar Bandaru

Offer Letter

Dear Naveen Kumar,

Congratulations!

Pursuant to the discussion we had with you, we are pleased to offer you the position of **Trainee**. The specific terms and conditions including the compensation and benefits details of your offer of employment are as follow:

1. Your assignment is effective from **January 18, 2023.**
2. You are being hired to work at the **Hyderabad** location.
3. You may be transferred to any of the locations, or departments depending upon the exigency of the business.
4. You will be on probation for Six months, which will include three months training period. On confirmation, based on your performance your salary will be revised between Rs. 4,50,000 to Rs. 6,00,000 CTC per annum (which includes 15% to 20% of the retention bonus)
5. You agree to sign a two-year continuous service agreement with Anblicks.
6. Please note that a detailed appointment letter that contains all the terms & conditions will be given to you on the date of your joining.
7. All compensation-related information pertaining to your employment is confidential in nature and should be honored as per the terms and conditions of employment.
8. We'll be verifying your previous employment and educational qualification details, by a third-party agency. Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining may result in termination of services.
9. Details of your compensation and benefits are mentioned in Annexure A.
10. If you fail to report for this position on or about the date agreed to in this agreement, it will cause significant financial harm to us. Therefore, if you fail to report, you hereby agree to pay liquidated damages in the amount equal to one month's pay to remedy this breach.

We look forward to having you aboard.

For Anblicks Cloud Data Engg Private Limited

Pradeep Kollu
Manager Human Resources

Confirmation:

I hereby confirm that I have accepted the terms and conditions explained to me and that I will join on January 18, 2023

Signature: B. Naveen Kumar.

29/6/2022
Hyderabad, Telangana

Polavarapu Venkatatharun Kumar Goud
8498889662
tharunkumargoud1999@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Polavarapu Venkatatharun Kumar Goud,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Polavarapu Venkatatharun Kumar Goud, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Polavarapu Venkatatharun Kumar Goud

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

HYUNDAI MOBIS

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MTCI/HR/Offer/06-July-22
Ms. Sarvani Pamidighantam,
Loyola Academy.

Offer Letter

Dear Sarvani,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with **MOBIS.** We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before **01st Sep 2022, Thursday.**

Your Cost to company will be INR **4,50,000/- (Rupees Four Lakh Fifty Thousand only)** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

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. The detailed letter of Appointment will be issued to you on the date of joining.

We request your acceptance of this offer letter by signing on all the pages and send it through an email on or before **08th July 2022, Friday.**

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

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

_____
Candidate Name in Capital Letter

_____
Date & Signature

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Annexure A

NAME	Sarvani Pamidighantam
DESIGNATION	Graduate Engineer Trainee

COMPONENTS	Amount Per Month (All figures in INR)	Amount Per Annum (All figures in INR)
Basic (40% of Fixed Salary)	15,000	1,80,000
HRA (50% of Basic)	7,500	90,000
Flexible Benefits**	12,479	1,49,742
Employer Contribution To PF (12% of basic)	1,800	21,600
Gratuity (4.81% of Basic)*	722	8,658
Total Cost To Company	**37,500**	**4,50,000**

* Gratuity as per 'Payment of Gratuity Act'.

**Below is the consolidated breakup of Flexible Benefits amount.

Flexible Benefits	Per Annum (INR)
Personal Pursuit	13,200
Uniform Allowance	15,000
Children Education Allowance	2,400
Entertainment Allowance	12,000
Remaining Flexi	1,07,142
Total Flexible Benefits	**1,49,742**

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

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In addition, you will also be entitled to other Welfare Benefits as per prevailing policies:

Welfare Benefits	Details
Lunch	Sponsored by Company
Transportation	Shuttle transport is provided from point to point
Marriage Gift	As per company policy
Festival Gifts	
Service Reward	
Car Purchase Policy	5% to 25% as per the designation and policy
GMC for Self, Spouse, 2 kids & Parents or Parents in Law. (Group Medical coverage)	INR 3 Lakhs per Annum + Top option * (Base Premium sponsored by the company)
GPAP Coverage (Group personal accidental policy)	20~30 lakhs based on Band (Premium sponsored by the company)
GTLI (Group Term Life insurance)	20~30 lakhs based on Band (Premium sponsored by the company)
**Employees has a flexibility to avail top up option for additional 3 lakhs or 6 lakhs with payment of additional premium, ie. on voluntary basis, at employee's cost.*	

Annexure-B

1. All educational Certificates and mark sheets
    - Xth Class Certificate & Marks Sheet
    - XIIth Class Certificate & Marks Sheet
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    - Any other Certificates with supporting documents
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3. Copy of Valid Passport – (1 copy)
4. Photo copy of Pan Card – (2 copies)
5. Photo Copy of Aadhaar Card (DOB-DD/MM/YY format)- (2 copies)
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Annexure-C

01. Probation Period:

You will be on probation period for a period of one year from the date of joining. During the probation period, you will go through the training program, which will consist of classroom training and on-the-job training. Your confirmation will be based on your performance during the probation period and making positive contribution to the Company's objectives. Based on your performance and business requirements, period of probation can be extended for a further period of six months or part thereof. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the probation period.

02. Service Agreement:

Our offer to you as **Graduate Engineer Trainee (GET)** is subjected to the execution of the necessary Service Agreement. You will be required to complete the formalities of the Service Agreement at the time of joining. The Service Agreement details the scope, terms and conditions of your employment and the contractual obligation to be with Mobis India from the date of your joining and up to a period of 3 years from the date of joining Mobis India Limited, Hyderabad. During your employment period, break of the service agreement will lead to legal procedure/financial impact or both.

Please note that the non-execution of Service Agreement at the time of your joining may result in denial to join in the services of the Company.

03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company

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

_____

Name in Capital Letters

_____

Signature

Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer with in the mentioned timeline.

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MTCI/HR/Offer/06-July-22
Mr. Kalakuntla Jashwanth,
Loyola Academy.

Offer Letter

Dear Jashwanth,

Congratulations! We would like to welcome you to MOBIS India Ltd. We are confident that you will build a long and mutually rewarding career with **MOBIS.** We strongly believe that it is individuals like you along with existing Mobisians are cooperating and making efforts to achieve the company's goal to become leader in Automotive R&D Sector.

Further to your selection through the campus hiring process, we are delighted to offer you the position of **Graduate Engineer Trainee (GET)** with MOBIS India Ltd and your reporting will be at Hyderabad office address mentioned above. The expected date of your joining would be on or before **01st Sep 2022, Thursday.**

Your Cost to company will be INR **4,50,000/- (Rupees Four Lakh Fifty Thousand only)** per annum and the details of the salary structures are given in Annexure-A.

You have been offered under the presumptions that the particulars related to your academics furnished by you are correct. At any time if the above said particulars are found to be incorrect, your offer of appointment shall stand terminated / cancelled without any notice.

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. The detailed letter of Appointment will be issued to you on the date of joining.

We request your acceptance of this offer letter by signing on all the pages and send it through an email on or before **08th July 2022, Friday.**

Please refer to the Annexure (B&C) for your employment terms & conditions and the documents that you need to carry at the time of joining.

Thanks and Regards,

Hemadri.L
General Manager –HR
MOBIS India Ltd.

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

_____
Candidate Name in Capital Letter

_____
Date & Signature

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Annexure A

NAME	Kalakuntla Jashwanth
DESIGNATION	Graduate Engineer Trainee

COMPONENTS	Amount Per Month (All figures in INR)	Amount Per Annum (All figures in INR)
Basic (40% of Fixed Salary)	15,000	1,80,000
HRA (50% of Basic)	7,500	90,000
Flexible Benefits**	12,479	1,49,742
Employer Contribution To PF (12% of basic)	1,800	21,600
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03. Date of Joining Extension

As per the Company policy, only one extension request in Date of Joining would be granted based on the medical exigencies. The extension can be done for a maximum period of one month from the initial date of joining.

Please note that any request for extension must be supported with documentary evidence (Medical records and certificate). The Company will review the documents provided on Case to Case basis and we may extend the Date of Joining based on business requirements. All such requests for the date of joining extension have to be made at least a week before the initial date of joining. Granting this extension is solely at the discretion of the Company

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

_____

Name in Capital Letters

_____

Signature

Please note: - This is an offer letter and this will be null and void if the candidate did not accept the offer with in the mentioned timeline.

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DEFTeam Solutions Pvt. Ltd.

April 20th, 2022

Ms. Mounika Aru
Hyderabad

Dear Mounika,

It is with pleasure that we formally extend to you our offer to join DEFTeam Solutions Pvt. Ltd as an "**Software Engineer Intern**" at DEFTeam' Hyderabad office located at Suraj Arcade in Kundanbagh, Begumpet - Hyderabad. The major aspects of our offer are detailed below:

1. Designation:

You will be designated as "Software Engineer *Intern*".

2. Probation period:

You will be on a probation period of Six months starting April 20th, 2022 and based upon your performance the probation period can be extended at the sole discretion of the DEFTeam Management. Please be informed that your learning & work-related tasks will be monitored at regular intervals during the Internship period. In case your internship period is extended, it can be extended only for one term of 3 months. If at the ending of the extended internship period it is still found that your performance is not up to the mark, your services with DEFTeam can be terminated. To end the probation period and start full time employment with DEFTeam it is a Pre-requisite that you need to provide a written proof from the institute, that you have completed all the requirements for the MCA program.

During probation your services will be liable for termination with a notice of fifteen (15) days without having to assign any reasons thereof. After completing the probation period, you will be expected to serve with DEFTeam for a period of 3 years, thereby making 42 months commitment. A separate "bond" may be required to be signed for the same and will be provided to you during/after probation period. Therefore, your total commitment period with DEFTeam from the start date is minimum of 42 months (including internship period).

3. Compensation during Probation:

You will be eligible for a stipend of Rs. 12,500 per month till the end of probation period.

4. 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.

5. Abide by DEFTeam's Human Resource Policies:

You will be required to abide by the Human Resource policies of DEFTeam Solutions. A separate document will be provided for the same.
During probation period, you will not be entitled to any paid leave except the standard and notified leave as per DEFTEAM's Holiday List or insurance coverage and other facilities offered by DEFTeam to all other employees. Any leave taken during probation period will be unpaid and your probation period can be extended accordingly.

6. Employment with DEFTeam:

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. You will be getting an annual CTC (cost to company) of up to Rs. 350,000 (Three lakhs Fifty Thousand only) all inclusive, upon confirmation. The exact details of

your offer and Performance Bonus will be provided to you at the end of your probation period and will be based upon your performance during the probation period. Management's decision will be final, and binding and no negotiation or discussion will be entertained.

7. 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 42 months from the start date of this letter.

ii. In case you leave before the stipulated agreed commitment period of 42 months (ending on October 20th, 2025), 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.

8. 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 also not engage in any other gainful activities without informing the DEFTEAM management. You will be required to sign a separate "*Employment agreement*" with DEFTeam, which will be provided to you at the time of joining.

9. Joining date:

You will be required to report to our office in Hyderabad on Wednesday, April 20th, 2022, failing which this offer letter shall stand withdrawn automatically, without any further intimation to you.

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 within two working days of receipt. Should we not hear back from you in this timeframe, this offer will be considered null and void. If you need any further information, please do not hesitate to contact us.

Mounika, we believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond.

Wishing you all the very best.

Sincerely,

For DEFTeam Solutions Pvt. Ltd.

Kiran J. Soin
Chief Delivery Officer

I hereby accept the above offer,

30/04/22

Mounika Aru
Dated: _____

June 27th, 2022

Mr. Sai Satya Kumar Damma
Hyderabad

Dear Sai Satya,

It is with pleasure that we formally extend to you our offer to join DEFTeam Solutions Pvt. Ltd as an "**Software Engineer Intern**" at DEFTeam' Hyderabad office located at Suraj Arcade in Kundanbagh, Begumpet - Hyderabad. The major aspects of our offer are detailed below:

1. Designation:

You will be designated as "Software Engineer *Intern*".

2. Probation period:

You will be on a probation period of Six months starting from June 27th, 2022 and based upon your performance the probation period can be extended at the sole discretion of the DEFTeam Management. Please be informed that your learning & work-related tasks will be monitored at regular intervals during the Internship period. In case your internship period is extended, it can be extended only for one term of 3 months. If at the ending of the extended internship period it is still found that your performance is not up to the mark, your services with DEFTeam can be terminated. To end the probation period and start full time employment with DEFTeam it is a Pre-requisite that you need to provide a written proof from the institute, that you have completed all the requirements for the MCA program.

During probation your services will be liable for termination with a notice of fifteen (15) days without having to assign any reasons thereof. After completing the probation period, you will be expected to serve with DEFTeam for a period of 3 years, thereby making 42 months commitment. A separate "bond" may be required to be signed for the same and will be provided to you during/after probation period. Therefore, your total commitment period with DEFTeam from the start date is minimum of 42 months (including internship period).

3. Compensation during Probation:

You will be eligible for a stipend of Rs. 12,500 per month till the end of probation period.

4. 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.

5. Abide by DEFTeam's Human Resource Policies:

You will be required to abide by the Human Resource policies of DEFTeam Solutions. A separate document will be provided for the same.
During probation period, you will not be entitled to any paid leave except the standard and notified leave as per DEFTEAM's Holiday List or insurance coverage and other facilities offered by DEFTeam to all other employees. Any leave taken during probation period will be unpaid and your probation period can be extended accordingly.

6. Employment with DEFTeam:

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. You will be getting an annual CTC (cost to company) of up to Rs. 350,000 (Three lakhs Fifty Thousand only) all inclusive, upon confirmation. The exact details of

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your offer and Performance Bonus will be provided to you at the end of your probation period and will be based upon your performance during the probation period. Management's decision will be final, and binding and no negotiation or discussion will be entertained.

7. 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 42 months from the start date of this letter.

ii. In case you leave before the stipulated agreed commitment period of 42 months (ending on December 27th, 2025), you will be required to pay a penalty of Rs. 3,50,000 (Three lakhs Fifty Thousand only) or the salary equivalent to preceding 12 months of your salary paid to you by DEFTeam, whichever is higher.

8. 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 also not engage in any other gainful activities without informing the DEFTEAM management. You will be required to sign a separate "*Employment agreement*" with DEFTeam, which will be provided to you at the time of joining.

9. Joining date:

You will be required to report to our office in Hyderabad on Monday, June 27th, 2022, failing which this offer letter shall stand withdrawn automatically, without any further intimation to you.

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 within two working days of receipt. Should we not hear back from you in this timeframe, this offer will be considered null and void. If you need any further information, please do not hesitate to contact us.

Sai Satya, we believe that this offer represents the beginning of an exciting and satisfying career at DEFTeam. As you are aware, we have aggressive growth plans for 2022 and beyond.

Wishing you all the very best,

Sincerely,

For **DEFTeam Solutions Pvt. Ltd.**

Kiran J. Soin
Chief Delivery Officer

I hereby accept the above offer,

D Sai Satya

Sai Satya Kumar Damma
Dated: 06/09/2022

HRD/3T/1004440071/22-23 June 28, 2022

Ms. Ambadpelli Divya
Hno 2-5-385/1 Brahmanwada Badatalab,Adilabad
Sriven Enclave Gajularamaram Plot No 80
Adilabad-500055
India

Ph: +91-6302109771

Dear Ambadpelli,

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

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.28 21:09:19 IST
Reason: Digitally Signed
Location: Bangalore

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

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

HRD/1004440071/22-23 June 28, 2022

Ms. Ambadpelli Divya
Hno 2-5-385/1 Brahmanwada Badatalab,Adilabad
Sriven Enclave Gajularamaram Plot No 80
Adilabad-500055
India

Ph: +91-6302109771

Dear Ambadpelli,

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

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment (**"Offer Letter"** hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.
"Company" refers to Infosys Limited.
"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" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **05-Sep-2022.**

Location

Your location for employment is **MYSORE, India** .
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 Letter, hereby give your irrevocable consent to the above.

Training

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

Terms and Conditions during Training

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company` s pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;

b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.

c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

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

Probation and Confirmation

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to earned Leave, right from your date of joining. You will be eligible for 15 (Fifteen) 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 (Twenty) 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.

Compensation and Benefits

Salary

Your total gross salary during the first six months from the date of joining will be **INR 25,000** per month and Total Gross Salary post successful completion of six months will be **INR 30,000** per month.The break-up of your salary has been provided in the Compensation Details sheet in Annexure -I and Annexure - II.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

Performance- linked Incentive

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I and Annexure - II of this letter. The mode of payment for Financial Year 2021 - 22 will be as follows:

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

Basket of Allowances (BOA)

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

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

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

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 the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

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 month`s notice or salary thereof in case you decide to leave our services, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months` notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

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

Background Checks

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

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

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

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

Other Terms and Conditions

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

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2021-22. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.28 21:09:19 IST
Reason: Digitally Signed
Location: Bangalore

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

ANNEXURE - I

(Compensation during the first six months from the Date of Joining)

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

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

ANNEXURE - II

(Compensation post successful completion of six months)

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

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

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

March 9, 2022

E Naresh Goud
2−2−647/201/13a Ace Colony Bagh Amberpet
Hyderabad Telangana
50003

Dear E Naresh Goud,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Appeals Representative Associate** at **salary grade 22.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **March 16, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Appeals Representative Associate** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.205,000.00**, **(Rupees Two Lakhs Five Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.265,968.00**, **(Rupees Two Lakhs Sixty Five Thousand Nine Hundred and Sixty Eight Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

BONUS

You shall be eligible for bonus as per the Company's bonus policy.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 30 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

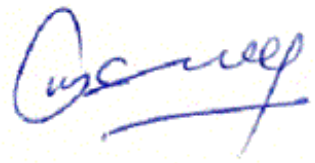
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

E Naresh Goud, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
E Naresh Goud

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 30 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



HRD/3T/1003260578/22-23 June 28, 2022

Ms. Chaitanya Vani Tatireddy
5-125-A,Railway Station Road, Rayavaram,
Markapuram, Prakasam
Markapuram-523371
India

Ph: +91-7013749094

Dear Chaitanya Vani,

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

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.28 16:17:17 IST
Reason: Digitally Signed
Location: Bangalore

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

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

HRD/1003260578/22-23 June 28, 2022

Ms. Chaitanya Vani Tatireddy
5-125-A,Railway Station Road, Rayavaram,
Markapuram, Prakasam
Markapuram-523371
India

Ph: +91-7013749094

Dear Chaitanya Vani,

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

Here are the terms and conditions of our offer:

Definition

The following terms shall have the following meanings for the purpose of this Offer of Employment (**"Offer Letter"** hereinafter).

"Affiliates" means any entity that controls, is controlled by, or is under common control with the Company.
"Company" refers to Infosys Limited.
"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" shall mean and include all the training that shall be imparted to you on joining the Company.

Joining

Your scheduled date of joining the employment of the Company will be **05-Sep-2022.**

Location

Your location for employment is **MYSORE, India** .
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 Letter, hereby give your irrevocable consent to the above.

Training

You recognize and accept that at the time of appointment as Systems Engineer Trainee, except exposure to academic knowledge, you have received no formal, effective, technical or practical training to independently function as a Systems Engineer Trainee who is commercially viable to the Company. You further recognize and accept that prior to and at the time of joining the Company, you have not been exposed to and, therefore, have not acquired any management or communication skills, which are essential for performance of duties by you which meet the current business needs, parameters, standards and efficiency levels required by the Company.

Therefore, you would need to undergo the Training program at the Company. The Training program may consist of classroom/virtual training and/or on-the-job training. The duration of the Training will be based on the business requirements of the Company.

Terms and Conditions during Training

You are aware that the Company would be expending substantial sums of money and incurring costs, expenses, man hours etc. in the process of selecting and appointing you as Systems Engineer Trainee and thereafter imparting Training to you.

You further accept, agree and admit that the nature, quality, intensity and content of Training to be imparted by the Company is not available or imparted by any other company of a similar nature. The Training is designed to satisfy the exclusive requirements of the Company.

You admit and recognize that the technical and management Training involves substantial Training costs, man hours, resource utilization and is the result of the Company` s pro-active policies in encouraging leadership qualities.

You recognize and accept that the Company would suffer substantial financial loss, inconvenience, loss of resources, man hours, etc., in the event you fail to complete the Training and/or leave the Company during the Probation period.

You, therefore, agrees that in the event of you leaving the Company before completion of the Probation period with the Company for any reason whatsoever, you shall be liable to pay to the Company compensation /damages amounting to Rs. [1,00,000]/- (Rupees One Lakh).

You accept, agree and admit that the aforementioned amount is a genuine, fair and reasonable estimate of the damages, loss and expenses that the Company would suffer on providing you the Training and/or if you leave the Company during the Probation period.

You acknowledge that the failure to complete the Training successfully or leaving the Company within the Probation Period shall mean and include:

a) Failure to complete the Training and/or the Probation Period by being absent for any reason(s) whatsoever from the Company;

b) Leaving the Company for the purpose of higher studies, research, alternate employment, alternate Training or any other purpose during the Probation period.

c) Dismissal by the Company for any act of misconduct, indiscipline, absence, refusal to obey orders, breach of internal policies of the Company or unsatisfactory response from you during the Probation period.

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

Probation and Confirmation

You will be on training / probation for a period of 18 (Eighteen) months from the date of joining the Company. On successful completion of your training / probation, you will be confirmed as a permanent employee. Your confirmation is also subject to your submitting the documents required by the Company, details of which are enclosed in the Information Sheet in Annexure - IV.

Leave

You are entitled to earned Leave, right from your date of joining. You will be eligible for 15 (Fifteen) 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 (Twenty) 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.

Compensation and Benefits

Salary

Your total gross salary during the first six months from the date of joining will be **INR 25,000** per month and Total Gross Salary post successful completion of six months will be **INR 30,000** per month.The break-up of your salary has been provided in the Compensation Details sheet in Annexure -I and Annexure - II.

The effective date of the revised salary will be the 1st of the month succeeding the month in you have completed 6 months.

Performance- linked Incentive

You will be eligible for a Performance-linked Incentive (PI) upon successful completion of six months from the Date of Joining, to a maximum of 20% of your Fixed Gross Salary, based on your performance during the six months period.

The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I and Annexure - II of this letter. The mode of payment for Financial Year 2021 - 22 will be as follows:

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

Basket of Allowances (BOA)

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

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

National Pension Scheme

We offer all our India based employees the option to contribute towards the National Pension Scheme. This is an optional retirement benefit introduced by the Government of India for all its citizens. It enables accumulation of retirement corpus during active employment with add-on tax breaks. Please refer to the Information Sheet at Annexure - IV for more details.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme. You may choose to enhance the coverage with other participatory optional health insurance plans (Platinum, Gold and Silver). You will be covered by default under the Standard Plan which provides you and your family (your spouse and two children up to the age of 22 years) with a cover of **INR 500,000** per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

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 the Company. Our offer to you is subject to your having a valid passport or producing a proof of having applied for the same.

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 month`s notice or salary thereof in case you decide to leave our services, subject to the Company`s discretion. Where circumstances make it necessary, the Company will have the discretion to relieve you only at the end of the three months` notice period. Similarly, the Company can terminate your services by giving three months notice or salary thereof.

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

Background Checks

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

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

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

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

Other Terms and Conditions

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

Our offer to you as a **Systems Engineer** is conditional upon your having fully completed your graduation/post-graduation, without any active backlog papers and with a pass percentage not lesser than as specified in our campus recruitment program 2021-22. These eligibility criteria for the Role of a Systems Engineer, has already been clearly communicated to you and your college during the selection process. You will also have completed all studies, course requirements and examinations required for the award of the educational qualification recorded by you in your application for employment with Infosys.

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

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

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

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

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

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

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

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

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

Yours sincerely,

RICHARD LOBO
EVP and Head Human Resources - Infosys Limited

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

Date: _____, 20_____

_____
Sign your name

_____ _____
Print your full Name Location

Signature Not Verified
Digitally signed by Richard Lobo
Date: 2022.06.28 16:17:17 IST
Reason: Digitally Signed
Location: Bangalore

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

ANNEXURE - I

(Compensation during the first six months from the Date of Joining)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Chaitanya Vani Tatireddy**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

ANNEXURE - II

(Compensation post successful completion of six months)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	**Ms. Chaitanya Vani Tatireddy**
ROLE	**Systems Engineer**
ROLE DESIGNATION	**Systems Engineer Trainee**

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

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

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

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

OTHER BENEFITS

Scheme	**Eligible Amount In INR**	**Interest**	**Monthly Instalments**	**Margin Money** (To be borne by the employee)
SALARY LOAN (subject to submission of Trainee Agreement)	12000 (without security)	Nil	12	Nil

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

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

anblicks
Cloud | Data | Analytics

Anblicks Cloud Data Engg Private Limited
Block-A, Floor 8th, 801 to 806, Navratna Corporate Park,
Opp Jayantilal Park, Ambli Bopal Road, Ahmedabad-380058
Tel.: +91 (2717) 457-988 Email: contact@anblicks.com
URL: www.anblicks.com CIN: U72300GJ2014PTC078506

December 9, 2022

To,
Mamidala Venkatesh

Offer Letter

Dear Venkatesh,

Congratulations!

Pursuant to the discussion we had with you, we are pleased to offer you the position of **Trainee**. The specific terms and conditions including the compensation and benefits details of your offer of employment are as follow:

1. Your assignment is effective from **January 18, 2023.**
2. You are being hired to work at the **Hyderabad** location.
3. You may be transferred to any of the locations, or departments depending upon the exigency of the business.
4. You will be on probation for Six months, which will include three months training period. On confirmation, based on your performance your salary will be revised between Rs. 4,50,000 to Rs. 6,00,000 CTC per annum (which includes 15% to 20% of the retention bonus)
5. You agree to sign a two-year continuous service agreement with Anblicks.
6. Please note that a detailed appointment letter that contains all the terms & conditions will be given to you on the date of your joining.
7. All compensation-related information pertaining to your employment is confidential in nature and should be honored as per the terms and conditions of employment.
8. We'll be verifying your previous employment and educational qualification details, by a third-party agency. Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining may result in termination of services.
9. Details of your compensation and benefits are mentioned in Annexure A.
10. If you fail to report for this position on or about the date agreed to in this agreement, it will cause significant financial harm to us. Therefore, if you fail to report, you hereby agree to pay liquidated damages in the amount equal to one month's pay to remedy this breach.

We look forward to having you aboard.

For Anblicks Cloud Data Engg Private Limited

Pradeep Kollu
Manager Human Resources

Confirmation:

I hereby confirm that I have accepted the terms and conditions explained to me and that I will join on January 18, 2023

Signature: Mamidala Venkatesh

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Cloud | Data | Analytics

Anblicks Cloud Data Engg Private Limited
Block-A, Floor 8th, 801 to 806, Navratna Corporate Park,
Opp Jayantilal Park, Ambli Bopal Road, Ahmedabad-380058
Tel.: +91 (2717) 457-988 Email: contact@anblicks.com
URL: www.anblicks.com CIN: U72300GJ2014PTC078506

December 9, 2022

To,
Kommula Sravya

Offer Letter

Dear Sravya,

Congratulations!

Pursuant to the discussion we had with you, we are pleased to offer you the position of **Trainee.** The specific terms and conditions including the compensation and benefits details of your offer of employment are as follow:

1. Your assignment is effective from **January 18, 2023.**
2. You are being hired to work at the **Hyderabad** location.
3. You may be transferred to any of the locations, or departments depending upon the exigency of the business.
4. You will be on probation for Six months, which will include three months training period. On confirmation, based on your performance your salary will be revised between Rs. 4,50,000 to Rs. 6,00,000 CTC per annum (which includes 15% to 20% of the retention bonus)
5. You agree to sign a two-year continuous service agreement with Anblicks.
6. Please note that a detailed appointment letter that contains all the terms & conditions will be given to you on the date of your joining.
7. All compensation-related information pertaining to your employment is confidential in nature and should be honored as per the terms and conditions of employment.
8. We'll be verifying your previous employment and educational qualification details, by a third-party agency. Misrepresentation or giving false statements about personal/professional background or suppression of relevant facts during the selection process or at the time of joining may result in termination of services.
9. Details of your compensation and benefits are mentioned in Annexure A.
10. If you fail to report for this position on or about the date agreed to in this agreement, it will cause significant financial harm to us. Therefore, if you fail to report, you hereby agree to pay liquidated damages in the amount equal to one month's pay to remedy this breach.

We look forward to having you aboard.

For Anblicks Cloud Data Engg Private Limited

Pradeep Kollu
Manager Human Resources

Confirmation:

I hereby confirm that I have accepted the terms and conditions explained to me and that I will join on January 18, 2023

Signature:

Hyderabad
18/01/2023

To
The Principal,
Loyola Degree & PG Academy,
Alwal, Secunderabad.

Sub:- Job Details regarding.

Respected Sir,

I Naveen Sharma, a former student of MBA from Loyola college hereby declare that I have secured a job in Synchrony International services bearing UID 290023195 and my per annum package with all benefits is 20 Lakhs. Owing to confidentiality I am not at liberty to share the offer letter, kindly acknowledge the declaration as acceptance.

Thanking you,

Yours faithfully,

Naveen Sharma
[9985240318]

1117200442O3

Apprentices Act

Schedule III (Rule 14)

Format I

Model Contract of Apprenticeship Training for Major/Minor Apprentices
(To be prepared in Triplicate)

1. Name and Address of Establishment
Pepsico Global Business Services India LLP

Telephone No. :_9963247696 Fax No. ____
E-Mail Address: reshmi29998@gmail.com
Telegram:__

2. (a) Name of Apprentice (Block Letters) RESHMI NYAMTHABAD SURYAVAMSHI
(b) Father's/Mother's/Husband's Name N. S. GOWRAVA KUMAR

3. Correspondence Address

H.no 1-11-166,Comsary Bazar.
Near Netaji School,new bowenpally,
Secundrabad Telangana - 500011

4. Date of birth _29-09-1998_

5. (a) Date of execution of contract _30th May, 2022
(b) Age on the date of execution of contract 23

6. Whether. belongs to Scheduled Caste/Scheduled Tribe/Physically Handicapped/Other Backward Class or Minority Community. If so. please mention the category

No

7. Present Qualification
(a) General Education MBA
(b) Technical
Name of the Trade/Course_____From_____To_____

Duration of Training: 2 years_____

Name of the Institute: Loyola Academy

Name of the Board/Council Osmania university

8. Name of the Apprenticeship Trade
(a) Duration of Apprenticeship Training years_____months _____
(b) Period of Apprenticeship From 30th May 2022_____To 29th May 2023

9. Omitted

10. Rates of Stipend: Rs.25000/-per month

11. (a) Name and Address of Guardian NA
(b) Relationship with the Apprentice

12. Name and Address of the Surety NA

11. We, the Employer, Apprentice/Guardian* and the Surety solemnly declare that we have read the Apprentices Act, 1961 and the Apprenticeship Rules, 1992 regarding the contract of Apprenticeship Training including obligations and agree to abide by all the provisions made thereunder. In case of default by either the apprentice or the employer, we agree to compensate the other party as per the provisions of the Apprenticeship Rules, 1992 (Main provisions of the rules may be seen in the Enclosed

Reshmi Nyamthabad Suryavamshi

Signature of the Employer | Signature of Apprentice | Signature of Guardian* | Signature of Surety with seal

14. Witness and their Address
1. N. S. Gowrava Kumar.
2.

15. To be filled in by the office of the apprenticeship adviser

(i) Registration No
(ii) Date
(iii) Place

Signature and seal of the
Regional Central Apprenticeship Adviser/
State Apprenticeship Adviser

* Guardian, in case of minor apprentices

21 March 2022
Ayyagari. Hari chandana
Subject: Offer of Employment

Dear **Ayyagari. Hari chandana,**

On behalf of **alliantgroup India Talent Private Limited** (the "Employer") I am pleased to confirm our offer of employment to you as **"Associate – TAX Credits and Incentives"** based in **Hyderabad**. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our organization on **9 May 2022**.

Your immediate manager will communicate details of your roles and work responsibilities in the initial weeks of your joining the employer.

Your annual gross compensation is **INR 5,00,000 (Rupees Five Lakh Only)** and will be subject to statutory and other deductions as per Employer practices and policies.

Your employment with us will be governed by the Terms and Conditions of the Employment Agreement detailing compensation breakup and other employment details which will be provided on the day of joining the organization.

As a token of your acceptance of our offer please acknowledge indicating acceptance of our offer on email within Two days of the receipt of the letter after which period this offer shall lapse automatically. You will be required to sign the duplicate copy of the offer letter once the hard copy letter is available.

Ayyagari. Hari chandana, everyone you have interviewed with joins me in extending you congratulations and warm regards. We look forward to you joining our team.

Sincerely,
For **alliantgroup India Talent Private Limited**



Authorized Signatory
Name & Date of Acceptance

Name		**Ayyagari. Hari chandana**
Designation		**Associate – TAX Credits and Incentives**
Pay Components	**Annual Gross (INR)**	**Monthly Gross (INR)**
Basic	200,000	16,666
HRA	80,000	6,666
Other Allowances	198,400	16,535
PF Employer	21,600	1,800
TOTAL	**500,000**	**41,667**
Medical and Accident Insurance Policy will be provided as per Company norms		
A variable performance-based pay, as per company policy, will be applicable		

ENH
iSecure

Date: 02-Feb-2022
Place: Hyderabad

Ref No: ENHHR/2022/Q1/IS/H13568
Lalitha Kavya Sri Muppidi
2-67, Shivalyam Street, Z Ragampeta,
Gandepalli Madal, East Godavari, Andhra Pradesh - 533435.

Phone: +91 6304018011
Email: muppidikavyasri@gmail.com

Subject: Internship Agreement with ENH iSecure Private Limited

Dear Lalitha,

On behalf of ENH iSecure ("ENH iSecure"), we are pleased to offer an internship program with ENH iSecure, in the position of **Intern- Human Resources** for a period of **3 calendar months** subject to your acceptance of the Terms & Conditions of Internship as detailed below:

1. **DESIGNATION**

You will be designated as **"Intern- Human Resources"**. As an intern in an organization that practices flexibility and continuous improvement in work processes and practices, the Company may from time to time change your duties and responsibilities in its sole discretion.

2. **COMMENCEMENT**

Your internship is effective from **09-Feb-2022** unless terminated in accordance with the provisions of this contract.

3. **GROSS COMPENSATION**

You will be paid a monthly Internship amount of **INR 10,000 (Ten Thousand Rupees only) per month** as a stipend. Your individual remuneration is strictly confidential between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as strictly personal and confidential.

4. CONFLICT OF INTEREST/OTHER WORK

Passion is of whole time employment with the company and you shall devote yourself exclusively for 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 (except as shareholder or debenture holder in any other trade or business during the employment with the company without permission in writing of the Chairman / Director of the Company.

5. RESPONSIBILITIES

In view of your office work yourmust effectively perform to ensure results and you will be expected to work extra hours to achieve this whenever the job so requires.

You will render all help on technical clarifications in the advancement of the business of the company to the best of your ability.

6. RULES, REGULATION & CONFIDENTIALITY

You shall at all times, devote your full attention and skill to the affairs of the Company and will endeavor to your utmost ability to promote and advance the interests of the Company.

Accordingly, you undertake that:

a. You will under no circumstances make available your services to any undertaking, or have any interest directly or indirectly in any other undertaking or activity which might interfere with the proper performance of your duties without first obtaining the written permission of the Company.

b. You will not at any time during the continuance or after the termination of your services with the Company irrespective of any reason for such termination, make use or disclose to any party either for your own benefit or for the benefit of any party (individual, firm, company, any trade or business), the affairs and confidential information of the Company or any of its related companies of which you have knowledge or become aware during the course of your service with the Company.

c. You will obey and comply with all reasonable orders and instructions given to you by the Company or its authorized agents and observe all standing and other rules and/or regulations now in force or from time to time approved by the Company.

An absorption window exists because of physiological, physicochemical or biochemical factors.

7. CONFIDENTIAL INFORMATION

You are expected to maintain utmost secrecy in 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 ENH iSecure 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 without notice.

8. PROTECTION OF INTEREST

If you conceive of / invent / discover / improve on any new or advanced or current methods of improving processes / formulate / systems in relation to the operation of the Company or its affiliates or customer, such developments, discoveries or inventions will be fully communicated to the Company and will be and remain the sole right / property of the Company.

9. PAST RECORD

You are expected to furnish all your past record related your education, employment, health, family and any other with relevant proofs. If any declaration/ information given or furnished by you to the Company is found to be false or if you are found to have willfully suppressed any material information, the company may terminate your employment with immediate effect.

10. SEPARATION

This internship agreement is subject to termination by either party giving Seven days' notice on confirmation.
The company reserves the right to pay or recover remuneration in lieu of notice period. 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 Compensating for the unexpired period and is not bound to give any reason thereof.

11. TERMINATION

If at any time, in the opinion of the management of the company, which shall be final and binding, the Employee is involved in or is accused of or is guilty of dishonesty, negligence or indiscipline in discharge of the Employee's duties or of any other conduct, act or omission considered by the management of the Company to be detrimental to the interests of the Company or in violation of

ENH
@Secure

11 one or more terms of this Agreement or any terms, policies, guidelines, conditions or agreements incorporated by reference in this Agreement, the Employee's relationship and employment with the Company shall be liable to be terminated with immediate effect, without any prior notice or payment of salary in lieu thereof.

12. **CAREER PROGRESSION**

Upon successful completion of your internship period with exceptional performance you may be eligible for Full Time Employment with ENH iSecure Pvt Ltd.

Kindly return a copy of this letter of appointment duly signed and initiated on all pages as a token of your acceptance of the terms & conditions of employment.

We welcome you to ENH iSecure, and look forward for a long and mutually beneficial association.

Yours Sincerely,

For ENH iSecure Private Limited

Prema Basetti
Vice President - Operations

I am in concurrence with the above terms & conditions listed out in this letter.

Name of the Employee: M.lalitha Kavya sri

Signature: M.kavya

Date: 03/02/2022

SBI Funds Management Limited
A joint venture between SBI & AMUNDI
(CIN:U65990MH1992PLC065289)

SBIFM/HR/2022/16

Date: 28-Oct-2022

Veera Sai Rama Manikanta Gunnam

3-173/4/E

Yadadri-Bhongiri

508252

Appointment As Relationship Manager-SBI Channel

Dear Veera Sai Rama Manikanta,

With reference to the meetings and discussion you had with us, we are pleased to inform you that, you have been selected for the position of **Relationship Manager-SBI Channel (1A)** in our company at **Telangana - Nizamabad** location, subject to the completion of the following:

1) Passing the medical fitness in our Pre-Employment Medical Check Up
2) Background Verification (Educational Documents, Employment History, Criminal Record etc.)
3) Submission of NISM V-A certificate (all customer facing employees)

As per mutually agreed terms and conditions, you are required to join us on or before **14-Nov-2022**. Your annual gross remuneration will be **Rs. 4,10,000** per annum. Kindly refer to the Compensation and Benefits annexure for the full details.

To confirm your acceptance of this appointment letter kindly return the duplicate copy of this letter duly signed.

We are fully committed to support you in your pursuit of a professional career with us and we look forward to a long & successful association.

Yours Sincerely,



Ranju George

Deputy Vice President – Human Resources

Enclosures:

Annexure A : Compensation & Benefits

Annexure B : Terms & Conditions of employment

Annexure C : Mandatory Documents to be submitted

Annexure A

COMPENSATION & BENEFITS

I. Compensation

Name	Veera Sai Rama Manikanta Gunnam	
Band & Designation	1A - Executive	
Department	SBG	
Location	Telangana - Nizamabad	
Region	Telangana	
Zone	SOUTH	
Components	**Per Month (INR)**	**Per Annum (INR)**
Basic	15,000	1,80,000
HRA	6,000	72,000
LTA	675	8,100
Lunch	600	7,200
Special Allowance	10,092	1,21,100
Employer's PF contribution	1,800	21,600
Fixed Pay	**34,167**	**4,10,000**
Gratuity		8,654
Total		**4,18,654**

II. Gratuity will be computed strictly as per The Payment of Gratuity Act, 1972

III. In addition to the compensation mentioned above, you are also eligible for the following benefits:

1) Group Life Insurance – You will be covered for 2x your annual fixed CTC or 25 lakhs whichever is higher
2) Mediclaim Insurance – You will be covered for Rs. 3 Lacs/ annually (Family Floater Policy)
3) Group Personal Accident Insurance - You will be covered for two times your annual fixed CTC

Acceptance of the Terms & Conditions of Appointment:

I accept the job offer along with compensation and benefit (Annexure A) and the terms and conditions (Annexure B) detailed herein. I confirm that while in employment with SBI Funds Management Limited (SBIFML) I will abide by the Employee Code of Ethics, Code of Conduct & Employee Dealing Policy of SBIFML.

Name	Signature

Please accept the offer letter through the system as your confirmation of acceptance of our offer, within 5 days of receipt of this letter. Your acceptance of the offer over the system will constitute a binding agreement between you and SBI Funds Management Ltd. effective from the date of acceptance.

Annexure B

TERMS AND CONDITIONS

The following are the terms and conditions of your employment at SBIFML.

1. Medical Fitness, Background Verification & NISM Certification

   1.1. You are being found medically fit in Pre-Employment Medical Check-Up and continuing to remain fit thereafter as certified by an SBIFML approved doctor. The Management has the right to medically examine you by any certified medical practitioner during the period of your service. In case it is found that your medical condition is not suitable to discharge duties properly, SBIFML reserves the right to terminate your appointment without assigning any notice.

   1.2. Satisfactory verification of your character, antecedents, and testimonials through reference checks or background screening. In case the details mentioned in your application / Resume are found to be false or unsatisfactory, your appointment would be liable for termination. SBIFML reserve the right to terminate your appointment without assigning any notice or any compensation in lieu thereof.

   1.3. Submission of dues clearance certificate and / or Relieving letter from your last employer.

   1.4. Verification of the salary details shared by you pertaining to your last employment with the proof submitted to us. In case, the salary information provided by you is found to be false or incorrect, your appointment would be liable for termination at any time without assigning any notice or any compensation in lieu thereof.

   1.5. Submission of valid NISM certificate (V-A Mutual Fund Distribution -MFD) prior to your joining the organization. (If applicable to the role you are performing)

   1.6. The appointment is made relying upon the information furnished and representation made by you from time to time. If any such information or representation is found to be incorrect or if any material information is later detected by us which was suppressed by you, the company will have the right to terminate your service immediately without any liability whatsoever. No failure or delay on the part of SBIFML in exercising any power or right hereunder shall operate as a waiver thereof.

2. Place of posting

   2.1. Your posting location is mentioned in the appointment letter. However, during employment with SBIFML, you may be posted/transferred to any of the offices/projects/departments & locations of the SBIFML.

   2.2. The location includes existing locations of the SBIFML or any other new locations which SBIFML may start operating post your appointment.

   2.3. In event of such transfer, SBIFML is not liable to pay any additional remuneration. The rules of your transfer will be governed by the SBIFML's transfer policy which is in force at the given point in time.

3. Probation & Confirmation

   3.1. You will be on probation for a minimum period of 12 months from the date of joining and your employment confirmation in the SBIFML is subject to your performance and conduct being found satisfactory.

   3.2. During the period of probation if it is found in SBIFML's sole judgment that you are not fit for confirmation, your services are liable to be terminated at one month's notice or one-month salary in lieu thereof. If you wish to resign during the period of probation, you will be required to give one month's notice in writing or pay one month's salary in lieu thereof, the definition of the salary for the purpose of notice period recovery, is fixed salary payable to employee excluding retirals.

   3.3. SBIFML shall have the right to extend your period of probation. In the absence of confirmation in writing, your probation shall be deemed to continue until further orders.

4. KRA & Sales Target During Probation Period

Incremental 1% of Deposits of the Region

5. Leave Entitlement

5.1. You are eligible for leaves as per the SBIFML leave policy.

6. Remuneration

6.1. The entitlements of your compensation are subject to SBIFML policy, procedure and guidelines which may be issued from time to time. All perquisites and benefits including reimbursements are subject to applicable income tax rules.

6.2. Your fixed pay increase and prospects at SBIFML shall entirely depend on the individual, business unit and the overall SBIFML's performance. Increase in fixed pay in no case shall be automatic and/or a matter of right.

6.3. At any time during your employment or on termination, the Company will deduct from your Annual Gross Remuneration Package any overpayment made or amounts owed by you to the Company. This includes but is not limited to any excess holiday/ leave, outstanding loans, advances, relocation expenses, and the cost of repairing any damage or loss to SBIFML's property or equipment caused by you.

6.4. Since your compensation is specific to you, it is expected from you to keep your compensation confidential. It is SBIFML policy that employees will not discuss individual's compensation with anybody else. Any issues with respect to your compensation may be discussed with your Department Head and with the HR only.

7. Performance Linked Incentive Payments & Promotions

7.1. SBIFML may in its absolute discretion pay performance link incentive of such amount, at such intervals and subject to such conditions as the Company may determine from time to time in accordance with the SBIFML Policy.

7.2. The exercise of discretion to pay a bonus in one financial year shall not bind the Company or act as a precedent for the exercise of discretion in any other financial year.

7.3. If, on or before the date when a bonus might otherwise have been payable your employment has been terminated or either party has given notice under these terms and conditions to terminate your employment, you will not be entitled to receive any such bonus (whether in cash or any other form).

7.4. In the case of ESOP, the guidelines mentioned in the ESOP scheme document will be applicable.

7.5. The Company reserves the right to amend, change or cancel the above terms pertaining to the bonus, at any time without prior notice.

7.6. The promotions at SBIFML shall be in accordance with the SBIFML employee policy.

8. Canteen Facilities

8.1. Canteen facilities are available to employees at selected offices or lunch allowance will be given as per policy of the company.

9. Bus facilities

9.1. Bus drop and pick up facility is available for employees at the Corporate Office to the nearest Railway stations.

10. Phone/Mobile Reimbursement\

10.1. Monthly mobile reimbursement is paid as per the SBIFML's Mobile/ Phone reimbursement policy.

11. Loan Facility

11.1. You are entitled for Interest subsidy (on Housing Loan) scheme/Festival Advance / Consumer Loan as per the Employee Policy in force from time to time.

12. Resignation

12.1. In case you resign from the services of the company before confirmation, but you have completed 6 months of service (for AM & above)/One year (for Executive), you will be required to give three months' notice or salary in lieu thereof at our sole discretion. Similarly, in such case, the Company reserves the right to terminate the appointment, by giving three months' notice in writing or payment of salary in lieu thereof.

12.2. In case you resign from the services of the company after Confirmation, you will be required to give three months' notice or salary in lieu thereof at the company's sole discretion. Similarly, after confirmation, the Company reserves the right to dispense with your services, by giving three months' notice in writing or payment of salary in lieu thereof. The definition of the salary for the purpose of notice period recovery is a fixed salary payable to employees excluding retirals.

13. Notice Period

13.1. You are not allowed to avail of any leaves during the notice period.

13.2. The notice pay reimbursed, if any, at the time of joining would be recovered in full in case you leave the organization within one year from the date of joining.

14. Retirement

14.1. You will retire from the Company's services after attaining 58 years of age. The day of retirement will be the last day of the calendar month in which the employee attains the age of 58 years.

15. Termination

15.1. The Company shall have the right to suspend with or without pay and summarily dismiss or terminate your services, on account of:

15.1.1. Insubordination or disobedience of any kind against the superiors;

15.1.2. Misconduct inside or outside the premises of the Company;

15.1.3. Neglect of duties;

15.1.4. Theft, fraud or dishonesty relating to the Company's business or property;

15.1.5. Failure to observe the regulations/policies of the Company in force from time to time;

15.1.6. Breach of code of conduct of the company in force from time to time.

15.1.7. For such other misconduct on your part that may be considered as a valid ground of dismissal/suspension by the company.

15.2. You may be placed under suspension pending an inquiry into the charges of misconduct or otherwise.

15.3. The company has the right to terminate your services for any reasons other than mentioned in this letter by giving notice of three months in writing or payment of total fixed pay (excluding retirals), in lieu thereof on either side.

16. Confidentiality

16.1. In performing your duties, you may from time to time receive or obtain information/ data/ documents from the Company or related or associated or subsidiary or affiliated company or otherwise have access to information relating to their clients or business information, business plans, systems, personnel, or other information of a confidential nature ("the Information").

16.2. You will not either during your employment or at any time post resignation from services, use or communicate to any person, any information of a confidential nature concerning the business of the Company or of any of their customer, supplier or other person having dealings with the Company, as the case may be, and which comes to your knowledge during the course of your employment other than in connection with your services to the Company.

16.3. In consideration of the Company making the information/ data/ documents available, you undertake and agree that you will

16.3.1. Keep the Information confidential at all times and not divulge or communicate to any person/entity other than those approved in writing by the Company, the Information which you may receive or obtain.

16.3.2. Not use the Information for any purpose other than in connection with your services to the Company.

16.3.3. Immediately return or destroy (at the Company's option) the original and all copies of any records of the Information (in whatever form) and all notes and other documents embodying any of the Information on the Company's demand; or on termination or expiration of your employment contract with the Company.

16.4. Any unauthorized disclosure, modification, damage, or loss of sensitive SBIMFPL information/data may lead to a punitive action which includes criminal action against the violator.R

17. Restrictive Covenant

17.1. During the period of your employment with the Company you may not, directly or indirectly, have an interest in (except for purely investment purposes) or render services to any person or entity directly or indirectly in competition with the Company without the prior written consent of the Company.

17.2. You agree that for a period of three (3) months from termination or expiration of your employment with the Company, you shall not solicit or entice by any means whatsoever, any client of the Company with whom SBIFML is currently (during your period of employment) running a deal/mandate or any deal/ mandate that became known to you during your employment at the Company.

17.3. You agree that for a period of six (6) months from termination or expiration of your employment with the Company, you shall not solicit or entice by any means whatsoever, any person of SBIFML who was employed by the Company or any person whose name became known to you during your employment at the Company in any office and in any capacity.

17.4. Your agreement "not to solicit" means that you will not, initiate any contact or communication of any kind whatsoever, for the purposes of inviting, encouraging or requesting any deal/ mandate/ account/ person.

17.4.1. To transfer from the Company to you or to your new employer or to any other person or entity, or to enter into a new deal/ mandate with you or your new employer or with any other person or entity; or

17.4.2. To otherwise discontinue its patronage and business relationship with the Company.

17.4.3. You agree that for a period of six (6) months from termination or expiration of your employment with the Company, you shall not work at the capacity of Executive or Non-Executive member of the board of the SBIFML supplier, vendor or partner.

18. Assignment

18.1. If you (whether alone or with others) shall during your employment with the Company make or create an idea, method, invention, discovery, design, or other work either in the course of providing your services or relating to or capable of being used in those aspects of the businesses of the Company (hereinafter called a "Work") you shall promptly disclose full details thereof to the Company and company reserve the right to use the same as per its discretion.

18.2. You (i) hereby assign to the Company all right, title and interest in said Work (whether now existing or brought into being in the future) which is or may become a copyright work anywhere in the world and (ii) shall consider yourself as a trustee for the Company in relation to all said Works and shall in either case at the request and expense of the Company do all things necessary to vest all right, title and interest in the Work in the Company or its nominee absolutely as legal and beneficial owner and to secure patent or other appropriate form of protection therefore;

18.3. You shall not (except as provided in this letter of agreement or as may be necessary in the course of your duties for the Company) disclose or make use of any Work without the Company's prior consent in writing.

19. Personnel Data Protection

19.1. The Company may be required to process, transfer and store your personal and sensitive data in any of its locations. By signing this contract, you grant your consent that the Company is permitted to hold personal information as part of our personnel and other business records and that the Company may use such information from time to time for any such purpose as they may deem fit.

19.2. You agree that the Company may disclose such information to third parties in the event that such disclosure is in our view required for the proper conduct of our business or that of any associated company. This clause applies to information held, used, or disclosed in any medium.

20. Conflict of Interest and External Employment

20.1. You will not, during your employment with the Company, except with the specific approval of the Company, undertake other full-time or part-time work, for remuneration or any work which adversely affects your professional image and integrity as an employee of the Company.

21. Receipt of Payments and Benefits from Third Parties

21.1. Subject to company’s regulations issued and amended from time to time, neither you nor any member of your family, nor any company or business entity in which you or they have an interest, are entitled to receive or obtain directly or indirectly any payment, discount, rebate, commission or other benefits from third parties in respect of any business transacted (whether or not) by you or on behalf of the Company. If you, any member of your family or any company or business entity in which you or they have an interest, directly or indirectly obtain any such payment, discount, rebate, commission, or other benefits you will forthwith account to the Company for the amount received or the value of the benefit so obtained.

22. Intellectual Property Rights

22.1. For the purposes of this clause, "IPR" means intellectual property rights of all kinds including, in particular copyright (including copyright in computer software), inventions, trademarks/wordmarks (and associated goodwill) designs, design right, patents, confidential information, and know-how, database right, application for any of the forgoing, and all other intellectual and industrial property and rights of a similar or corresponding nature in any part of the world.

22.2. To the extent that ownership of IPR does not vest in the Company by operation of law, you agree that all IPR generated by you during your employment will be owned by the Company in perpetuity. You will cooperate fully, and do all acts required (at the Company's expense), to assign IPR with full title guarantee worldwide to the Company in perpetuity. You agree to appoint the Company to act as your attorney for the purposes of securing grant and ownership of the IPR. You also agree not to indulge in any act, during or after your employment, to affect the validity of any IPR; all information related to the IPR as stipulated in this section shall be treated as confidential information and accordingly the obligation as set out in section 15 will apply. You also agree to waive all moral rights to all work, where the Company owns or will own the copyright or design right to it.

22.3. Nothing in this contract shall oblige the Company to seek patent or other protection for any IPR generated during the course of your employment. The Company may delegate its rights and/or obligations under this clause to a Group company or other nominee. Rights and obligations in this clause shall survive termination of your employment for any reason.

23. Information, Assets, and Systems

23.1. When you join the Company, you may have access to phones, e-mail, Internet and other equipment and systems. These form part of our IT and communication systems and you will be required to use them in accordance with the SBIFML policies relating to them. You should refer to the code of conduct for further information on these policies.

23.2. You will be responsible for the safe keeping and return in good condition and order of all the properties of the company, which may be in your use, custody, care or charge in the course of your employment.

23.3. For the loss of any property of the Company in your possession, the Company will have a right to assess the loss/damage and in case the company concludes that you are responsible for the loss/damage so caused, then you shall be liable to make good of all such losses/damages to the company and the company shall have the right to take such other action as it deems proper in the event of your failure to account for such material or property to its satisfaction.

24. Employee Policy & Changes to your Terms of Employment

24.1. Your service rules will be governed by the Employee Policy of SBIFML.

24.2. The Company reserve the right to make amendments to the terms and conditions of employment and such amendments will be notified to you through general communication and changes will be effective from date stated in employee communication.

24.3. In relation to the employee policy and company policy (Employee benefit) referred to in this letter, the company reserve the right to withdraw or alter their terms without notice at any time and applicability of such company policies to you/your employment may be at the discretion of the company.

25. Warranty

25.1. 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 the duties of your employment, or any of them, in accordance with the terms and conditions of this letter.

26. Governing Law

26.1. The interpretation and enforcement of this contract shall be governed by and construed in all respects in accordance with the law of India and the parties submit to the nonexclusive jurisdiction of the Mumbai courts.

27. Code of Conduct & Employee Dealing Policy

27.1. You confirm that you shall abide by the code of conduct and employee dealing policy of the company.

28. Asset & Liability

28.1. You are responsible to declare your asset & liability in the asset & liability statement as per the timeline defined by the Company.

Annexure C

MANDATORY DOCUMENTS

- Certificates in proof of age – Birth Certificate/ School Leaving Certificate and Matriculation/S.S.C. Certificate.
- Degree Certificate & Convocation certificate awarded by University/Institutes for graduate and post-graduate level.
- Certification of any other professional courses or technical qualification.
- Experience certificate indicating clearly the period for which served and capacity in which served from the previous and present employers indicated in the application form.
- Acknowledged Resignation Letter or relieving letter from last employer.
- 1 Passport size photograph (Professional Formal Attire in white background only).
- Copy of Proof of residence [Ration card/Telephone Bill/Gas Bill/Driving Licence etc.)
- Copy of identity proof [PAN Card).
- Copy of Aadhar Card.
- Mediclaim nomination form.
- Group Term Life Insurance nomination & top up form.
- NISM V-A Certificate (Mandatory for Sales & Customer Service).
- Declaration in respect of Code of Conduct, Code of Ethics & Employee Dealing Policy, Prevention of Sexual Harassment & Gender Harassment
- Form F - Declaration in respect of Securities Holding Statement.
- Confidentiality & Conflict of Interest Declaration.
- Assets and liabilities statement for the financial year.
- PF & Gratuity Nomination form.

All above documents needs to be uploaded on the onboarding portal of successfactors (Xplore) prior to joining SBI Funds Management Ltd. For any clarifications, please reach out to your HRBP.

Trustee: **SBI Mutual Fund Trustee Company Private Limited** (CIN-U65991MH2003PTC138496)

Regd. Office : 9th Floor, Crescenzo, C-38 & 39, G Block, Bandra Kurla Complex, Bandra (East), Mumbai - 400 051
Tel, : +91 2261793000 | Fax : 67425687-91 | Email : partnerforlife@sbimf.com | Website : www.sbimf.com

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S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serilingampally Mandal, Hyderabad, Telangana-500081
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CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

May 31, 2022
Ms. Pavani Chakravarthula

14-53, VRR Enclave, 2nd Lane,
Dammaiguda, OPP Gautami talent school,
Nagaram PO, K V Rangareddy DST, Hyderabad- 500083 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 20, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 20, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

Ch. Pavani

01/06/2022

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,

Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance

I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Pavani Chakravarthula

Ch. Pavani

01/06/2022

GreyCampus

1117200442137

Ref: GC/CR-2022-212

Dated 27th October 2022

Dear S Nagadurga Sharanya,

Subject: Offer of Appointment as "Associate-Placements"

We are pleased to offer you the promotion to the position of **"Associate-Placements"** in our company w e f **"1st October 2022"**

Remuneration and other terms

a) You will be paid a CTC of Rs. 3,96,000/- (Rupees Three Lakhs Ninety-Six Thousand only) per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

Candidate's Acceptance

I accept the above offer.

Name
Date : 28/10/2022

ASBL®
REALTY OF TOMORROW

OFFER LETTER

Date: 30th April, 2022

To,
Mr. Anthiredddygiri Venkateshwar Reddy,
2-37, Chittiguda,
K.v Rangareddy,
Telangana-501111
Contact: 9603804478

Dear Venkateshwar Reddy,

Congratulations! Further to your application and subsequent discussions, we are delighted to offer you the position of **"Sales Executive"** at our organisation. The other terms and conditions are as follows,

Date of Joining:

Your Date of Joining will be on or before **16th August 2022**. If the Date of your Joining is revised and therefore is different from that mentioned in your Offer Letter, please note that, the company would issue to you a letter to this effect. This letter would be sent to you over email Incase if your date of Joining has been revised and you have not received a letter from the company, please get in touch with HR department.

Probation and Confirmation

You will be required to serve a probationary period of 6 (Six) months from the date of your joining the organization. The Company reserves the absolute right to extend or shorten your probationary period. Your confirmation as a permanent employee is subject to satisfactory performance, good conduct and behavior and your adherence with the terms of this Appointment Letter and the policies and procedures of the Company.

Hours of Work

You will abide by the working hours and weekly offs of the organization. Whenever your posting is changed from one location to another, the rules and regulations of that location will be applicable to you.

Transfer

Your services are liable to be transferred at any time to any of its current and future business locations, units, departments, section offices or deputed to another organization with whom the organization may have to make any agreement or arrangement with. However, you will be entitled to the same salary or benefits on such transfer or deputation unless the Company decides otherwise.

ASBL®
REALTY OF TOMORROW

Compensation and Benefits

I. Your Annual Fixed Compensation (CTC) will be **INR 4 Lacs /- (Rupees Four Lakhs Only).**

Components	Annual	Monthly
Basic	1,88,300	15,692
HRA	75,320	6,277
Gratuity	9,053	754
Bonus	15,658	1,307
Special Allowance	88,242	7,353
Gross salary	**3,76,600**	**31,383**
Employer Contributions		
Employer Provident Fund	23,400	1,950
Employer ESI Contribution		
Cost to Company	**400,000**	**33,333**

II. Additional to your Fixed CTC you shall be payable Sale based Incentive.

Note: **Your Salary details are strictly private and confidential; details in this letter must not be disclosed and discussed to others.**

Your income shall be subject to deduction of all applicable taxes as per the Income Tax Rules and other Taxes of the Government of India.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme after your confirmation as a permanent employee of the Company. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Termination:

You may terminate your employment with the Company by issuing the notice of termination with Two months' notice in writing without assigning any reason.

In case of termination of services, you are required to successfully serve the notice period, duly handover your duties and responsibilities and complete the Exit Clearance process in order to collect the applicable dues and certificates.

Double Employment Prohibition:

During your employment with the Company, you will diligently and loyally devote your full attention and skills, time, energies, and best efforts exclusively to the affairs of the Company and will endeavor to promote and advance the interests of the Company. You will under no circumstances make available your services (part time or otherwise) to any undertaking, or work on advisory capacity or have any interest directly or indirectly in any other undertaking or activity or business (including any trade, business, firm, company or organization), during your employment with the Company, without first obtaining the written consent of the Company, provided that the restriction in this Clause shall not apply:

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REALTY OF TOMORROW

(a) to you continuing to hold any shares in any listed Company held by you at the date of commencement of your employment with the Company;

(b) to charitable work done outside business hours; or

(c) to the holding of non-Employee positions in non-competing businesses where the consent in writing of the Company has first been obtained, provided that such interests are declared to the Company and that they do not impact upon the proper performance of the Employee's duties hereunder.

Confidentiality of Information and Assets

1. You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information (defined in Confidentiality and Non-Disclosure Undertaking) relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company.
2. At no time, will you remove any Confidential Information from the office without permission. Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this appointment letter and/or your employment with the Company.
3. The terms of Confidentiality and Non-Disclosure are as set out in the "Confidentiality and Non-Disclosure Undertaking" are deemed to have been incorporated in appointment letter and shall be summarily applicable to your employment with the Company.
4. Breach of the conditions of this clause or the Confidentiality and Non-Disclosure Undertaking will render you liable to summary dismissal under the clause, in addition to any other action the Company chooses to initiate against you in law.

As a member of ASBL Team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of our organisation. 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 that, you will find this new opportunity both challenging and rewarding.

Welcome to **"Team ASBL"**, and we hope you have great time in reaching your true potential.

Regards,

Sincerely yours,

For Ashoka Builders India Private Ltd,

ASHOKA BUILDERS INDIA PRIVATE LIMITED Hyderabad

Authorised Signatory.

Acceptance Signature

Name & Date:

Great Place To Work. Certified MAR 2022 - MAR 2023 INDIA

Ecom Express
Fulfilling e-commerce and beyond...

19th May 2022

Mr. S Nikhil

Wanaparthy

Sub: Letter of Offer for Employment: Executive – Operation

Dear Nikhil**,**

Following our recent discussions, we are delighted to offer you the position of **Executive - Operation** in **Band J1** with Our Organization based at **WNT** in **Wanaparthy.** Upon your joining, you will become part of a fast-paced and dedicated team that works together to provide our Customers with the highest possible level of services enabled through People and Technology.

As a member of our Organization team, we would ask for your commitment to deliver outstanding quality and results that exceed 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.

The details of your compensation are attached to this letter under Annexure-I.

You are advised to join services of the Company on or before **01th June 2022**

Please note this offer stands valid subject to completion of background verification report.

We welcome you on board and look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Yours Sincerely,

For Ecom Express Limited

V Saravanan
Regional Manager - Human Resources

CORP

Great Place To Work. Certified MAR 2022 - MAR 2023 INDIA

Enclosure: Annexure –

Ecom Express
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Annexure- I			
Name		**S Nikhil**	
Designation		**Executive**	
Band		**J1**	
Department		**Operation**	
Location		**WNT**	
Component		**Monthly (Rs.)**	**Annually (Rs.)**
A	Basic Salary	13,255	1,59,060
	House Rent Allowance	6,628	79,536
	Washing Allowance	603	7,236
	Cash Handling Allowance	1,446	17,352
	Shipment Risk Allowance	964	11,568
	Compensatory Field Allowance	-	-
	Site Allowance	1,205	14,460
	Personal Allowance	-	-
	Gross Salary-Total A	**24,101**	**2,89,212**
B	Employer Provident Fund	1,591	19,092
	ESIC Contribution	-	-
	Statutory Benefits-Total B	**1,591**	**19,092**
	Total Fixed Compensation = A+B	**25,692**	**3,08,304**
C	Gratuity		7,651
	Total Compensation = A+B+C		**3,15,955**

Note:
Gratuity is payable as per the Payment of Gratuity Act, 1972
Provident Fund Contribution is applicable on the Basic Salary and is limited to Rs. 1800 i.e 12% of Rs. 15000. There would also be deduction for other applicable social security schemes, such as ESI, LWF and Profession Tax and any other taxes as applicable.

Benefits (as per the applicable policy)	Limit	Description
Group Personal Accident Insurance	Rs. 2,50,000	In case of accidental injury or death, the injured/nominee is entitled to the Sum Insured as per the Group Personal Accident Insurance Policy.
Health Insurance Benefit	Rs. 2,00,000	Group Health Insurance is provided to the employee and the nominated family members (spouse, two children, parents/parents in law) upto the Sum Insured. The benefits related to maternity and child care shall accrue 6 months from the date of joining.
Mobile Bill Reimbursement	Rs. 250 or actual bill paid less 10%, whichever is lower	Employee is reimbursed towards call charges (supported by original bills) for mobile connection.

CORP

GreyCampus

Ref: GC-CR-2022-217

Dated: 27th October 2022

Dear Dammu Sneha Jyothi,

Subject: Offer of Appointment as "Associate-Operations"

We are pleased to offer you the promotion to the position of **"Associate-Operations"** in our company w.e.f "**1st October 2022**".

Remuneration and other terms:

a) You will be paid a CTC of Rs. **3,96,000/-** (Rupees Three Lakhs Ninety-Six Thousand only) per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

Candidate's Acceptance

I accept the above offer.

Name :
Date :

UID:- 111720044226
Name:- C. Nikhil Raj

off (company)

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March 07, 2023

Mr. Nikhil Raj Chitla

Dear Nikhil,

Sub: Offer Letter for Employment ("Offer Letter")

On behalf of Macromill Research India LLP. ("Company" or "Macromill"), I am pleased to offer you the position of "**Executive, IC4, Global AR operations and Accounting**" reporting into **Aslam Khan** and will be as per the terms and conditions enumerated herein. Please read them carefully and ensure that you understand them. This offer is contingent upon successful completion of the referencing process. And, if you have any clarifications regarding this Offer Letter, please contact HRIndia@metrixlab.com.

1. **Commencement:** Your employment shall commence on **09-March-2023**.

2. **Compensation:** Your starting total fixed Cost to the Company will be **INR 4,20,000/-** (Rupees Four lac Twenty thousand only) per annum, which will be payable in accordance with the Company's standard payroll policies (subject to statutory deductions). Please refer to the Annexure attached hereto for a salary breakup.

3. **Insurance and other benefits:** The Company will provide you and your dependents with the following employee benefits once you become eligible:
   - Group Mediclaim Insurance.
   - Group Personal Accident and Group Term Life Insurance. For more details on the benefits, please refer to our policy.

4. **Working Hours:** The regular working hours of the Company are 9 hours per day (including one hour break), 5 days per week (Mon to Fri). However, your working hours may vary based on the Company's business requirements.

5. **Place of work:** Our office is situated at Cyber Pearl, Hitech City, Madhapur, Hyderabad, India. You may however be required to take up assignments with subsidiaries of the group and/or our clients, which may include travel abroad.

6. **Leave Policy:** Your grant of leave will be governed by the provisions of the Company leave policy, as detailed in the leave policy from time to time.

7. **Confidentiality:** We hope you understand that our Company deals with matters which are confidential in nature. By subscribing your acceptance to terms of this Offer Letter, you agree to follow the Company's strict confidentiality policy under which employees must not disclose, either directly or indirectly, any information, including, but not limited to, any of the terms contained in this Offer Letter regarding salary to any other person. However, you may discuss such terms of this Offer Letter, which do not pertain to the regular business of the Company, with members of your immediate family and any legal, tax or accounting specialists who provide you with individual legal, tax or accounting advice.

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8. **Company Business and Performance of Work Duties:** During the term of your employment, you understand and agree that you will devote all your work time and attention to the business of the Company. In any case, the Company will be entitled to all the benefits and profits arising from or incident to all such services and advisory work performed by you. You also agree that you will not render any such commercial or professional services of any nature to any person or organization, whether or not for compensation, without the prior written consent of the Company's Board of Directors, and you will not directly engage or participate in any business that is competitive in any manner with the business of the Company. As with any growing organization, the nature of your job requirements and tasks will evolve and we expect you to be adapt to such changes as and when required. As a member of the Macromill team, you will be expected to assist in any area of activity that is important to the development of the Company and hence your job duties may be re-assigned from time to time. You will perform all duties required of you by the Company. We also expect you to actively participate in ensuring, developing, and maintaining a positive work environment.

9. **Compliance with Company Policies:** You are at all times required to comply with all the Company's rules, regulations, and policies during the subsistence of your employment, described in the Macromill Employee Policy documents and in the Macromill Research India LLP Based Employees Leave Policy (**"Leave Policy"**). Please ensure that you read, understand the terms of the Leave Policy prevailing at the time of your joining and as and when updated periodically thereafter, and that you stay in strict compliance with the procedures and policies laid down therein. You hereby agree to read and signify your understanding of the contents of the Policy documents within 30 (thirty) days of your Joining Date and thereafter from time to time as and when updated and published by the Company.
   Acknowledging the participation in orientation session, receipt of, reading and understanding the Policy documents and periodically thereafter as updates are made available are conditions of employment.

10. **Probationary Period:** The first three (3) months of your employment from the Joining Date is the probationary period during which your performance and conduct will be monitored by the Company. Please note that the Company reserves the right, at any time during or at the end of this probationary period, to terminate your employment upon giving one week's written notice. However, if so, deemed by the Company, it may at its sole discretion extend the probationary period for a further period of six (6) months, in order to further monitor your performance and conduct.

11. **Termination of Employment:**
    11.1 Your employment with our Company will be at the will of each party, will not be for a specific term and can be terminated by you or by the Company at any time, with or without cause. However, if you intend to resign following the probationary period, you are required to give the Company Two (2) month's prior written notice (**"Notice Period"**) to terminate your employment. The Company will also give you two (2) month's written notice in case it intends to terminate your employment. The Notice Period would become effective from the date of the written resignation/termination. Following your resignation, you will not be entitled to any leave during the Notice Period even if it was approved before the submission of the resignation letter. Notwithstanding anything to the contrary contained herein, Macromill reserves its right to terminate your employment without any notice at any time for reasons including, but not limited to, lack of work, poor performance, disciplinary grounds, repeated absences from work, prolonged absence on

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medical grounds without submission of a medical certificate, prolonged extension of PTO without permission (**"Sufficient Cause"**). In the event the Company decides to terminate you for Sufficient Cause without notice, it will pay you an amount equal to two (2) months' salary in lieu of the said notice.

11.2 Due to the investment Macromill is making on your behalf in training you for your position, you agree to work for Macromill for a minimum period of twenty-four (24) months ("Term") from the date of joining. In pursuance of the above, a bond would be executed by you. If you resign, or if your service is terminated by the Company for Sufficient Cause, after the first three months but before expiration of the Term, the clauses under the bond for non-performance will be invoked and compensation amount stated therein would become due and payable to Macromill by you. This clause of the Offer Letter shall commence from the Joining Date of the Employee and shall remain valid for a period of twenty-four months from such date. After the expiration of the Term, you would be only required to give written notice of your resignation at least two (2) months prior to actual termination of your employment with the Company.

Please note that this offer expires at 10:00 PM (Indian Standard Time) on 08-March-2023. To indicate your acceptance of this offer, please sign and date this Offer Letter in the space provided below and send the scanned copy thereof to us through e-mail at HRIndia@metrixlab.com. By signing this Offer Letter, thereby signifying acceptance of your position as a Macromill employee, all applicable employee benefits and employment policy shall become automatically binding on you. This Letter, together with your Confidential Information and Inventions Assignment Agreement, must be signed on or before your start date as a condition of employment and comprise the entire agreement between you and the Company and supersede any other agreements, promises and representations made to you by anyone, whether written or oral. Any additions or modifications of this Agreement must be in writing and signed by you and an officer of the Company.

We are delighted to extend you this offer and look forward to having you on the Macromill team.

ACCEPTED AND AGREED:

Mr. Nikhil Raj Chitla

Very truly yours,
MACROMILL RESEARCH INDIA LLP.

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PVR Lakshmi
Associate Director, Human Resources (India HR & Global Hiring)

_____
Signature

_____
Date

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Annexure - Compensation Details

Name: Nikhil Raj Chitla **Date of Joining : 09-Mar-2023**

Title : Executive, IC4, Global AR operations and Accounting

Salary break up:

	Amount Per Month(INR)	Amount Per Annum(INR)
Fixed Compensation		
Basic Salary	14,000	168,000
HRA	5,600	67,200
Medical & Conveyance Allowance	4,167	50,000
Children's Education Allowance	200	2,400
Professional Development Reimbursement	1,400	16,800
Leave Travel Allowance **(A)**		8,400
Vehicle Maintenance & Reimbursement	3,300	39,600
Special Allowance	3,833	46,000
Gross B	32,500	398,400
Employer Contribution		
Employers contribution to PF	1,800	21,600
Total Fixed CTC (A)	**35,000**	**420,000**
Variable Pay (B)		
Deferred Bonus payable after 24 months as per policy		100,000
Total Salary (A+B)		**520,000**
Benefits (C)		
Insurance Premium paid by company (approx)		50,000
Cost to Company (A+B+C)		**570,000**
Other allowances (D):		
Night Shift Allowance **(as applicable)**		132,000
Internet reimbursement		12,000
One-time home office set-up		25,000
Total Cost to Company (A+B+C+D)		**739,000**

Notes:

1. Meal Coupons when opted will be adjusted from special allowance max of INR 2000 per month
2. LTA amount is payable annually
3. Gratuity is payable as per the Gratuity Act
4. The Night Shift Allowance will be applicable as per policy and will be a taxable component.
5. Employees working under the HYBRID model (as defined by the company), will be provided with company transport to travel to the office and back home.
6. Employee's Contribution to Provident Fund would be deducted and remitted to the PF A/C
7. Professional Tax and Income Tax would be deducted as per respective statutes
8. Bonus is payable subject to the performance of individual and company.

Nikhil Raj Chitla

Signature
Date:

PVR Lakshmi

Signature
Date: 07-March-2023

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S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 10, 2022
Ms. Anusha Panagantla

8-3-230/7, venkatgiri,
Yousufguda, Hyderabad,
Hyderabad- 500045 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: July 4, 2022

Your total earnings (Cost to company) is **Rs.484,680.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of July 4, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

P. Anusha goud
(11/06/2022)

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Anusha Panagantla

P. Anusha goud
(11/06/2022)

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated June 10, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from July 4, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

P. Anusha goud
(11/06/2022)

Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

P. Anusha goud
(11/06/2022)

you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

P. Anusha goud
(11/06/2022)

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

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During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

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disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**

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ANNEXURE- II
Compensation Details

Name	**Anusha Panagantla**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	15,750.00	189,000.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	19,250.00	231,000.00
BASE SALARY	**35,000.00**	**420,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,890.00	22,680.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		42,000.00
TOTAL EARNINGS (A+B+C)	**36,890.00**	**484,680.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

P. Anusha goud
(11/06/2022)

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

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- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

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ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.
2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.
3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.
    - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
    - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
    - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.
4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."
5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.
6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.
7. All tax liabilities arising out of the compensation shall be borne by the employee.
8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.
9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.

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S&P Global

S&P Capital IQ (India) Pvt. Ltd.
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CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 15, 2022
Ms. Anjali Lingalu

26-29 Chanakyapuri Colony,
Safilguda, Malkajgiri,
Hyderabad- 500047 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: July 4, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of July 4, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

L. Anjali
15/06/2022

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Anjali Lingalu

L. Anjali
15/06/2022

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated June 15, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from July 4, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

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Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

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you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

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12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

L. Anjali

15/06/2022

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

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disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**

L. Anjali

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ANNEXURE- II
Compensation Details

Name	**Anjali Lingalu**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	14,850.00	178,200.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	18,150.00	217,800.00
BASE SALARY	**33,000.00**	**396,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi Annual		39,600.00
TOTAL EARNINGS (A+B+C)	**34,800.00**	**457,200.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

L. Anjali
15/06/2022

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

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- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

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ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.
2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.
3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.
    - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
    - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
    - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.
4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."
5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.
6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.
7. All tax liabilities arising out of the compensation shall be borne by the employee.
8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.
9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.

L. Anjali

15/06/2022

Acknowledged by ericfrancis502@gmail.com (Eric Nelson Francis on 10/3/2022 12:22:28 PM)

111720044232

amazon | Development Centre India

OFFER CUM APPOINTMENT LETTER

Eric Nelson Francis
H.no 3-15- 613/614 trimulgherry
Secunderabad
500015
IN

Dear Eric Nelson,

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 **Transportation Specialist I** 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**.

amazon | Development Centre India

You undertake to be bound by any rules and regulations enforced by Amazon India from time to time in relation to the conduct, discipline, medical leave and holidays or on any matters relating to service conditions which will be deemed as rules, regulations and order as a part of these terms of employment.

For and on behalf of Amazon Development Centre (India) Private Limited

AUTHORIZATION

By

Signed by:ZUBAIR CHISHTI
Date: 2022.10.08 17:20:30 +05:30
Location: India

ACCEPTANCE

I acknowledge receipt of this Offer cum Appointment Letter and, after reading and understanding the same, I accept Amazon India's offer of employment on the terms set out in this Offer cum Appointment Letter.

REGISTERED OFFICE : # 26/1, Brigade Gateway, World Trade Centre, 10th Floor, Dr. Rajkumar Road, Malleshwaram (W) Bangalore - 560 055. Karnataka India

Tel. : + 91 - 80 - 6787 3000, Fax : +91 - 80 - 3007 1031 / 33 CIN : U72200KA2004FTC034233

UID :111720044233

C3i SOLUTIONS
An HCL Technologies Company

THE EXPERIENCE MATTERS

Offer & Appointment Letter

Offer Release Date: October 30, 2022

Ref. No.: 14620475
Gangi Reddy Mano Raj
Hyderbad
Nyderabad, Hyderabad,
Telangana, India, 500001

Dear Gangi Reddy Mano ,

Congratulations, With reference to your application and subsequent interview with us for a career in our organization, we are pleased to inform you that you have been selected for employment in **C3i Support Services Pvt Ltd (herein referred as "C3i Solutions, An HCL Technologies Company" or "Company")** as **Analyst -Help Desk**

In the coming year, keep aspiring for change and be known for your thoughts and your work, be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least keep your work and life in a perfect balance, because that is the perquisite for success. We take this opportunity to thank you and extend our appreciation on your decision to join **C3i Support Services P Lt** . Your compensation would be as outlined in a separate document **"Salary Breakup – Annexure I"**. The general terms and conditions governing your employment are outlined in Annexure II. **C3i Support Services P Lt** works under 24x7 operations supporting clients hence you may be required to work under various shifts as per the terms and conditions of the client.

Your date of joining will be **October 31, 2022** at **C3i Solutions, 2nd Floor, Orion Block, Ascendas, (VBIT) Park, Hi-Tech City, Madhapur Hyderabad - 500081, India.**

On the date of joining, you would be requested to submit the documents listed in Annexure III. Please note that the submission of all documents is mandatory to facilitate joining, back ground verification/ validation and appointment process at **C3i Support Services P Lt** . Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of C3i SSPL family.

This is a system generated (offer and appointment letter) document. Agreeing to the terms and conditions in the workflow of iTap (Company's web based application) is as good as signing of physical contract form on mutual agreement between you

SIGNATURE OF EMPLOYEE:

USA
Corporate Headquarters
410 Horsham Road Horsham,
PA 19044

INDIA
C3i Support Services PVT LTD.
2nd Floor, Orion Building Plot 17,
Software Units Layout Madhapur, Hyderabad - 500 081

General Inquiries : +1 866.327.6234 **Info@c3isolutions.com** **www.c3isolutions.com** **CIN : U72200TG2003PTC041797**

and the Company. It has all legal binding as per the law if mutual trust is breached. You are requested to accept the offer within 03 days and mail the confirmation of acceptance to recruiter's email id- Anamika_s@hcl.com , failing which the offer will stand null and void.

This offer will be valid subject to successful clearance of your pre-employment background verification check. Your written consent and requisite copies of documents is necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for pre-employment background check within two business days from the date of acceptance of our offer of employment. Your cooperation is solicited in this regard to enable us to complete the necessary pre-employment check on time and enable you on-board us.

You are advised to go through the contents of this offer letter and annexures before signing the duplicate copy.

Looking ahead we see exciting times and we look towards you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT services. Welcome to our organization! We look forward to a mutually fruitful association.

For C3i Support Services P Lt

Amrita Das
Senior Vice President
Head-Global Rewards

ANNEXURE II

Welcome aboard...

It is often said that an organization can grow only if it empowers its employees to grow! At C3i SSPL we consciously realize this fact and have developed a five-fold path for individual enlightenment that not only covers basic monetary benefits, but also takes care of their professional growth by providing empowerment, knowledge, recognition, transformation and support.

SIGNATURE OF EMPLOYEE:

USA
Corporate Headquarters
410 Horsham Road Horsham,
PA 19044

INDIA
C3i Support Services PVT LTD.
2nd Floor, Orion Building Plot 17,
Software Units Layout Madhapur, Hyderabad - 500 081

General Inquiries : +1 866.327.6234 Info@c3isolutions.com www.c3isolutions.com CIN : U72200TG2003PTC041797

1117200 LLL235

NEWS FINANCE SPORTS ENTERTAINMENT LIFE SEARCH SHOPPING YAHOO PLUS Upgrade Now

Find messages, documents, photos or peop Advanced Home

Back Archive Move Delete Spam

Fwd: Amazon-Provisional offer letter Yahoo/Inbox

Anthony solomon <solomonanth Sat, Nov 5 at 2:22 PM
To:
kiran_kumar07720@yahoo.com

---------- Forwarded message ----------
From: **Anthony solomon** <solomonanthony8863@gmail.com>
Date: Sat, 5 Nov, 2022, 11:49 am
Subject: Amazon-Provisional offer letter
To: <smenterprisessu@gmail.com>

Dear Anthony Solomon,

Congratulations!!!!!

Further to our discussions, on behalf of Sutherland Global Solutions Private Limited, we are very pleased make a "provisional offer" to you as Associate ; you will be aligned to Amazon Voice process, and report to Manager.

Joining Date:

You are requested to join on 10 Oct 2022 failing which this offer will be treated invalid.
We are very excited about the possibility of you joining us.

Please let us know if we can answer any questions for you about any of the matters outlined in this letter. You can call or mail to your recruiter.

Please sign and return a copy of this provisional offer as a token of acceptance.

Anthony solomon
solomonanthony8863@gmail.com
+ Add to contacts

DocuSign Envelope ID: 72747EA0-8E60-4A80-85D3-8D7CB09CF85C

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Private and Confidential

Congratulations and a Warm Welcome!!!

June 20, 2022

Peddi Sree Bhargavi
Hyderabad,

Dear Sree Bhargavi,

It is our pleasure to offer you the position of **Graduate Trainee Operations**, Job Title of: **Graduate Trainee Operations** as per the terms and conditions as set out in this letter.

Appointment

You will be employed with Franklin Templeton International Services India Pvt. Ltd. (the "Company"), a subsidiary of Franklin Resources, Inc. (Franklin Resources, Inc. and its subsidiaries and affiliates (including the Company) shall hereinafter be collectively referred to as "Franklin").

This offer is valid till seven days from the date of issuance and in the event of your failure to join the services of the Company on or before **July 05, 2022** the offer and acceptance shall stand rescinded automatically without any further notice.

Confirmation of your appointment is subject to you producing your graduation certificate within three months from the date of this letter or such extended period as may be communicated by Franklin Templeton International Services (India) Pvt. Ltd., at its sole discretion and successful completion of probation period. Failure to adhere to this condition will result in automatic termination of your employment.

You shall perform duties as may, from time to time, be assigned to you by your supervisor and you shall comply with all reasonable directions of the Company. You will be working in the Hyderabad office of the Company. The Company reserves the right to assign, reassign, transfer or relocate you to other areas, departments or offices of Franklin on one or more occasions.

Your employment shall be in force till such time as may be determined by the terms of this Appointment Letter or any other policies that may be in force from time to time, or upon you reaching the age of retirement as per the Company's policy, whichever is earlier. For the purpose of this clause, the age of retirement is 60 years.

Probation

You will be on probation for a period of six months from the date of joining or passing your graduation exam whichever is later. During this period, your supervisor will regularly review and assess your performance. In the event that either you or the Company wishes to terminate your employment during the probationary period, either party may terminate this agreement by serving to the other party not less than one month's notice in writing or by making payment in lieu thereof. The Company reserves the right to extend the probationary period for better assessment of your performance and conduct.

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FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Working Hours

You will be required to work in shifts, based on the operational needs of your department. However, subject to applicable laws, your working hours might be adjusted from time to time, as determined by your supervisor. By accepting this offer of employment, you have given your consent to work in shifts as per operational needs.

Cost to Company (CTC)

The illustrative break-up of your annual CTC including benefits, allowances and perquisites, if any, payable by the Company is provided in Annexure – 1 & 2.

Your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) shall be subject to an annual review in accordance with the Company policy and any adjustment shall be at the sole discretion of the Company.

Your CTC shall be governed by the tax laws of Govt. of India and any Income Tax on Employment shall be solely borne by you.

Apart from the monthly gross remuneration (including bouquet of benefits, conveyance and special allowance), you will be eligible to participate in the Company's Annual Incentive Compensation Plan (AIP) in the year of joining if your joining date is prior to July 01. If the date of joining is July 01 or thereafter, you will be eligible for AIP from the subsequent performance year (1st October-30th September) onwards. The figure given in your cost to company (CTC) breakup in Annexure-1 is only the Discretionary Performance Bonus. Annual bonus awards are based upon company and individual performance and are variable and not guaranteed. The Company reserves the right, in its sole discretion to amend/cancel the AIP at any time in whole or in part and there is no contractual obligation on payment. You must continue to be employed by the Company on the date of payment to be eligible to participate in AIP.

Benefits

You will be entitled to participate in the benefits plan as offered by the Company from time to time. The Company reserves the right to amend or discontinue any or part of the benefits plan, to the extent allowed by applicable legislation without compensation for such amendment or discontinuance.

Company Policies, Regulations and applicable laws

You will be subject to staff policies and regulations as determined by the Company from time to time. You shall be also responsible to adhere to and discharge all the duties and obligations of an employee mentioned in the applicable laws including prevention of sexual harassment laws. The Company reserves the right to amend its staff policies and regulations as appropriate without giving prior notice to employees. The policies and procedures, however, do not form part of these terms of employment, and you acknowledge that they do not provide you with any contractual right or entitlement.

Data Privacy

By signing this agreement, you acknowledge and agree that any personal information and data (whether belonging to you or your dependents and beneficiaries) which you supply to the Company, or which is

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Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

received by the Company with your consent, may be retained by the Company for any purposes related to your employment under this agreement. Such information and data may be used by the Company, Franklin and may be transferred to any company/body corporate within the group or our appointed agents, whether locally or overseas, only in connection with your employment.

Confidentiality

This offer is conditional upon your acceptance of the Company's Confidentiality agreement, a copy of which is attached for you to sign.

Non-solicitation/Non-Compete:

You agree that during your employment with the Company and for a period of 12 months after the termination of your employment, you shall not, directly or indirectly, whether for or on behalf of yourself or any other person or entity

- Induce or attempt to induce any employee of the Company to leave his / her employment with the Company;
- Interfere in any way with the relationship between the Company and any of their respective employees;
- Hire or solicit for hire, or participate with any other person or entity in hiring or soliciting for hire any individual who is an employee of the company or was an employee of the Company within one year of such hire or solicitation;
- Induce or attempt to induce any Prospective Client, or any person or entity who had been a client within the prior 12 months, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with, to not do, or cease doing business, with the Company; OR
- Interfere in any way with the relationship between any such past, present or Prospective Client, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with during your employment with the Company

Reference checks and Acceptance

This offer and acceptance is subject to receipt by the Company of satisfactory reference checks/background checks as required by the Company for verification of your employment history. Any false or misleading information provided to the Company may result in rescind of this offer and acceptance or immediate termination of your employment without any notice and compensation.

Termination

Post your probation period, in the event that either you or the Company wish to terminate this agreement, the same can be done by either party serving to the other party not less than two months' notice in writing or by making payment equivalent to two months' gross remuneration (including bouquet of benefits, conveyance and special allowance) in lieu thereof. Your notice period waiver or payment in lieu will be at the sole discretion of the Company.

In the event that you leave the services of the Company within one year of joining, you shall be required to pay back the company any kind of direct joining expenses incurred for you at the time of joining. For the purpose of this clause, joining expenses mean the relocation allowance, travel expenses, expenses

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Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

incurred for relocation assistance such as accommodation, notice pay reimbursements etc., as applicable. These amounts shall be on actual basis and not prorated.

The Company reserves the right to terminate this agreement at any time without any prior notice if it has reasonable grounds to believe you are guilty of misconduct, persistent unpunctuality, neglect of duty, material breach of any terms of your employment or on any other ground within the labour laws of India. Any delay by the Company in exercising such right of termination shall not constitute a waiver of that right.

Upon termination of your services with the Company, you shall settle all your dues prior to the last working day and obtain clearance from all concerned departments. The Company will initiate your full and final settlement upon the receipt of the duly filled in final clearance form. Subject to restrictions mentioned under the applicable laws, the Company has the right to set off, any amount payable to you against your unpaid dues and surplus amount after adjusting such dues, if any, shall be credited to your salary account.
The Company reserves the right not to release your relieving letter till the settlement of all dues from you to the Company and satisfactory handover of the responsibilities and the Company's assets is complete. The Company also reserves the right to initiate appropriate legal remedies to recover unpaid dues from you, if any.

Communication received/sent from/to the official or personal email id of the employee will be considered as valid electronic communication in writing and physical signature of the employee/employer will not be required to prove the veracity and legal validity of such communication.

Other Terms & Conditions:

1. You agree to sign undertakings as may be required by the Company from time to time.

2. Your employment with the Company will be in the nature of full time employment and you shall not undertake any other part time or full time employment of any nature, without prior approval from the Company.

3. You agree that you are currently not a party to any such agreement which restricts you from accepting this offer and subsequently joining the Company. Further, you agree that your acceptance of this offer will not conflict with, result in a breach of, or constitute a default under any agreement, order, judgment or decree of any kind to which you are a party or by which you are bound. In the unfortunate event of such a conflict or breach, you also agree that this shall be deemed completely as your responsibility and the Company will no way be responsible for any such breach or conflict.

4. The Company shall be entitled to rescind this offer and acceptance or terminate your employment, with immediate effect and without notice or liability, if any of the conditions laid down of your employment are not fulfilled or completed to the satisfaction of the Company.

This Agreement shall be governed by and construed in accordance with the laws of India and the Courts of Hyderabad shall have the exclusive jurisdiction to try all matters arising between the parties hereof.

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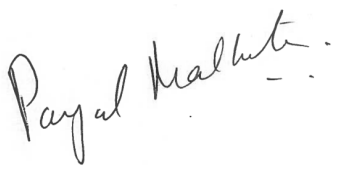
This offer letter, along with the Annexures appended, and the other documents which you are required to sign upon joining, constitutes the entire agreement between parties with respect to the subject matter of this offer and supersedes all previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Company or its affiliates.

To confirm your acceptance of employment with the Company, [subject to the above reference checks,] on the terms and conditions set out in this agreement, please sign and return one copy of this letter to us on your date of joining.

We hope that you will become a valuable member of our team and make a significant contribution to the organization. We look forward to working with you.

Sincerely,
For Franklin Templeton International Services India Pvt. Ltd.



Payal Malhotra
Head of Talent Acquisition – India

Acknowledgement
I confirm that I have read and fully understand the above terms and conditions. I confirm acceptance of this offer.

DocuSigned by:
Bhargavi
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Name: Peddi Sree Bhargavi

PAN Card No./Adhar Card No./Passport No.: 651908587663

Date: 12/09/2022

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CONFIDENTIALITY AGREEMENT

June 20, 2022

Peddi Sree Bhargavi
Hyderabad,

Dear Sree Bhargavi,

For the purpose of this Agreement, the term "Confidential Information" shall mean and include information that is confidential and proprietary to the Company, which the Company has, will develop or compile, including, without limitation, all customer pricing information, profit and loss statements, the Company's or Employee's productivity data, financial models and computer software programs, source or object code, electronic trading platforms, Company's products, product information about traders and other customer representatives, trading records, client lists (including Employee's rolodex or other personal files), information about direct communication lines, line lists, screen systems and wiring instructions, Company's business prospects and opportunities (including the prospects and opportunities that Employee pursue on behalf of Company during the course of their employment with Company), all other information about any customer (including, without limitation volume discounts, details of trading volumes, details of discounts and operating costs, trading philosophy and trading patterns) to whom Company, its affiliates or their respective businesses provided services during your employment with Company and any other confidential or proprietary information of Company (hereinafter collectively, "Confidential Information").

PART 1 - EFFECTIVENESS

This Agreement shall become effective on the earlier of (i) the date of commencement of Employee's employment with the Company, or (ii) the date and time at which any Confidential Information was or is first disclosed to Employee.

PART 2 - PROTECTION OF COMPANY'S CONFIDENTIAL INFORMATION

2.1 Confidential Information

The Company has and will develop, compile and own certain proprietary techniques and confidential information, which have great value in its business. The Company may be disclosing Confidential Information to Employee in the course of his or her employment. Confidential Information includes not only information disclosed by the Company but also information developed or learned by Employee during the course of his or her employment with the Company. Confidential Information is to be broadly defined and includes all proprietary information which has or could have commercial value or other utility in the business in which the Company is engaged or contemplates engaging or the unauthorized disclosure of which could be detrimental to the interests of the Company, whether or not such information is identified as Confidential Information by the Company. By example all information concerning databases, source code, object code, assemblers, generators, compilers, subroutine libraries and other computer programs, products, processes, formulas, trade secrets, innovations, inventions, discoveries, improvements, techniques, research or development and test results, specifications, data, know-how formats, marketing plans,

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business plans, strategies, forecasts, unpublished financial statement, budgets, projections, and customer and supplier identities, characteristics and agreements.

2.2 Protection of Confidential Information:

Employee agrees that at all times during or subsequent to his or her employment, he or she will hold in trust, keep confidential and not disclose to any third party or make any use of the Company's Confidential Information whether directly or indirectly, except for the benefit of the Company or any of its affiliates and in the course of his or her employment in the Company. Employee further agrees not to cause the transmission, removal or transport of Confidential Information from the Company's places or business or such other place of business specified by the Company, without prior written approval of the Management or such other authorized agent of the Company as designated in writing by the Management.

Employee also agrees that before, during and after his/her employment by Company, all Confidential Information will remain Company's property, and he/she must deliver any such Confidential Information in tangible or electronic form or copies thereof that are or may be in his/her possession or control to the Company upon the termination of their employment in accordance with this employment offer letter, or at any earlier time requested by the Company.

Employee agrees that all programs, systems, system specifications, flow diagrams, inventions, discoveries, improvements, processes, methods, practices, techniques, compounds, works-in-progress, formulae, data, derivative works, hardware, software, and other developments (hereinafter referred to as "Inventions") conceived, created, discovered or developed by the Employee, solely or jointly with others, during the term of its employment, and which are capable of being used in or relate to or affect any business of the Company (including any reasonably foreseeable evolution thereof), and any patents, copyrights, trademarks and other intellectual property resulting from or issued thereupon, shall be fully and promptly disclosed by the Employee to the Company and shall be the sole and absolute property of the Company free of any reserved or other rights of any kind on their part. To the extent that any such Invention shall be copyrightable in any jurisdiction, and to the extent that any such copyrightable Invention does not meet the standards for a "work made for hire" in any such jurisdiction, this Agreement shall be considered an assignment of such copyright to the Company. Employee agrees that at all times; any such Invention shall be Confidential Information, and thus subject to the terms of this employment agreement. Employee further agrees to and shall execute and promptly deliver to the Company all documents requested and deemed necessary by the Company to secure, register or record Company's ownership over such Invention (including any copyright or patent rights thereto) in any jurisdiction, without further compensation payable to the Employee but at the expense of the Company. Such documents shall be sufficient to convey, without limitation, title to the copyrights and to any patent rights available for any Inventions made.

2.3 The Employee agrees that this Agreement shall govern all the communications relating to Information between the parties hereto. The obligations set forth in this Agreement shall bind the parties from the date of disclosure of Information and such obligations shall survive the termination or earlier expiration of this Agreement.

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PART 3 - TERMINATION OF EMPLOYMENT

3.1 Delivery of Documents and Data Upon Termination of Employment: In the event of termination (voluntary or otherwise) of Employee's employment with the Company, Employee agrees, promptly and without request, to deliver to and inform the Company of all documents and data pertaining to his or her employment and the Company's Confidential Information, whether prepared by Employee or otherwise coming into his or her possession. Employee will not retain any written or other tangible material containing any information concerning or disclosing any other Company's Confidential Information.

3.2 Obligations of Employee Subsequent to Employment: In the event of termination (voluntary or otherwise) of Employee's employment with the Company, Employee agrees that he or she will protect the value of the Company's Confidential Information and prevent the misappropriation or disclosure thereof. Employee will not disclose or use to his or her benefit (or the benefit of any third party) or to the detriment of the Company any Confidential Information.

Please confirm your understanding and agreement to the above rules by signing below.

Sincerely,
For Franklin Templeton International Services India Pvt. Ltd.

Payal Malhotra
Head of Talent Acquisition – India

Acknowledgement
I confirm that I have read and fully understand the above terms and conditions. I confirm acceptance of this offer.

DocuSigned by:
Bhargavi
7D0AC943D4CF436...

Name: Peddi Sree Bhargavi

PAN Card No./Adhar Card No./Passport No.: 651908587663

Date: 12/09/2022

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Annexure I

Name :	**Peddi Sree Bhargavi**
Job Title :	Graduate Trainee Operations
ISC Title :	Graduate Trainee Operations

Compensation Break-Up		
Component	**Rs. Per Annum**	**Rs. Per Month**
Basic	1,57,500	13,125
HRA	78,750	6,563
Special Allowance	6,000	500
Conveyance Allowance	39,600	3,300
Bouquet of Benefits for LTA, Meal Cards, Internet Reimbursement, Vehicle expense reimbursement for four-wheelers and Car Lease (Lease charges and Running and Maintenance charges) *	68,150	5,679
Gross Remuneration (including bouquet of benefits, conveyance and special allowance)	**3,50,000**	**29,167**
PF (Company Contribution)	21,600	1,800
Gratuity	7,576	631
*Discretionary Performance Bonus	52,500	-
CTC	**4,31,676**	**31,598**
In addition to these, you shall also be eligible for following benefits:		
**Reimbursement of Interest on Soft Loan -- Loan limit - Up to		50,000
**Floater Medical Insurance Cover		5,00,000
**Life Insurance Coverage		10,50,000
**Accident Insurance Coverage (Up To)		10,50,000
If Vehicle Expense Reimbursement or Car Lease facility is provided to you, Conveyance Allowance will not be paid		
* Illustrative Limits per annum as follows: LTA – INR 100,000 Meal Cards – INR 22,200 Internet Reimbursement – INR 15,000 Vehicle Expense Reimbursement – INR 39,600 Car Lease – INR 1,000,000		

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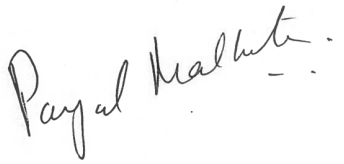
*Please check on your eligibility for Car Lease with your HR Consultant
**Discretionary Performance Bonus: Your discretionary performance bonus opportunity could range from 0 - 52,500 INR. Annual bonus awards are not guaranteed and are payable either fully in cash or in a combination of cash and equity. The form of payment can be changed at any time at the discretion of the Company. If the actual bonus amount is below USD 10,000; then payout is 100% cash.

Please read policy for further details. The Company reserves the right to amend or discontinue any or part of the benefits plan, to the extent allowed by applicable legislation without compensation for such amendment or discontinuance.

For FRANKLIN TEMPLETON INTERNATIONAL SERVICES (I) PVT. LTD:



Payal Malhotra
Head of Talent Acquisition – India

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Annexure II

1. Basic shall be used for calculating your Provident Fund Contribution, Gratuity, Leave Encashment and other related calculations as may be needed from time to time.

2. You will be paid House Rent Allowance with your monthly remuneration, which shall be 50% of your Basic. This component shall be taxed as per the Income Tax Rules of Govt. of India.

3. You may also have reimbursement components as explained in Annexure - 1. These amounts are payable to you as reimbursement on production of necessary bills/ documents and taxed as per the Income Tax rules of Govt. of India.

4. The Company will contribute 12% of your Basic (where Basic per month is less that Rs.15,000, on Basic and Allowances up to Rs. 15000 pm), towards the Provident Fund contribution as prescribed in Employees Provident Fund and Miscellaneous Provisions Act, 1952. An equal amount will be deducted from your monthly remuneration as your contribution towards the Provident Fund.

5. The company will make contributions to the Gratuity Trust as per the provisions of The Payment of Gratuity Act, 1972 and your eligibility to claim gratuity will be subject to the conditions mentioned in the Payment of Gratuity Act, 1972.

6. You will be covered under the Employees State Insurance Act (ESIC) if your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) earning is less than or equal to INR 21,000 (Twenty-one thousand rupees) per month. The total ESIC contribution will be 4.0% of your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) earning out of which employee (your) contribution will be 0.75% and employer (FT) contribution will be 3.25%.

7. On completion of six months with the company, you will also be eligible to apply for a soft loan. Your eligibility is defined in your CTC break-up. For the purpose of soft loan, the company has a tie–up with an external bank. However, the bank shall have the discretion to disburse the loan based upon your credit history and eligibility as defined by the bank. On disbursement of the loan, the entire EMI (Principal + Interest) shall be recovered from your CTC and paid to the bank. The company will pay back the interest portion to you as a taxable earning component with the same payroll. Refer policy document for more details.

8. You will be eligible to participate in the Franklin Templeton Employee Stock Investment Plan (ESIP). The Employee Stock Investment Plan (ESIP) provides employees the opportunity to purchase Franklin Resources, Inc. (BEN) common stock at a 15% discount off the fair market value through convenient payroll deductions. Employees may choose to contribute between 1-10% of their gross remuneration (including bouquet of benefits, conveyance and special allowance), but no more than USD 22,500 per plan year.

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9. As per the current insurance policy, the company shall cover you for life insurance amounting to thrice your annual gross remuneration (including bouquet of benefits, conveyance and special allowance). The premium for this shall be paid by the Company**.** Full cover over the Free Cover Limit will (Life Cover & Critical Illness Cover) commence only after completion & acceptance of the Underwriting Formalities by the insurance company.

10. You shall also be covered under Group Personal Accident Insurance Policy, upto three times your annual gross remuneration (including bouquet of benefits, conveyance and special allowance) as per the current insurance policy in place. The premium for this shall be paid by the company.

11. You, your spouse/partner, children between 0 to 21 years of age shall be covered under medical insurance coverage of upto Rs. 500,000 with a family floater plan. Your parents would be covered under the medical insurance after you complete two years in the company.

12. For Women employees:

    Pursuant to the Maternity Benefit (Amendment) Act, 2017 read in furtherance to the Maternity Benefit Act, 1961, should you be a female employee, you would be entitled to the following maternity benefits:

    - Maternity Leave:

    You shall be entitled to 26 weeks of paid maternity leave of which not more than 8 weeks can precede the date of your expected delivery. However, should you be having two or more surviving children, then your entitlement shall be limited to a benefit of 12 weeks of paid maternity leave of which not more than 6 weeks shall precede the date of expected delivery.

    - Work from home:

    You shall be allowed to work from home on such terms as may be mutually agreed to between you and the Company.

    - Adoption & Commissioning mothers

    If you were to legally adopt a child below the age of 3 years or if you were a commissioning mother, then you shall be entitled to maternity benefit for a period of 12 weeks from the date the child is handed over to you, as the case may be.

    - Crèche Facility:

    Women employees with children in Hyderabad, Chennai and Mumbai can avail daycare facility with FT empaneled day care service providers.

111720044245
M.KAMRAN BAIG
7799125489

ASBL

OFFER LETTER

Date: 30th April 2022

To,
Mr. Mirza Kamran Baig,
Plot no 59 shaili Garden,
Yapral Secunderbad,
Medchal Telangana - 500087
Contact: 7799125489

Dear Mirza Kamran Baig,

Congratulations! Further to your application and subsequent discussions, we are delighted to offer you the position of **"Sales Executive"** at our organisation. The other terms and conditions are as follows.

Date of Joining:

Your Date of Joining will be on or before **16th August 2022**. If the Date of your Joining is revised and therefore is different from that mentioned in your Offer Letter, please note that, the company would issue to you a letter to this effect. This letter would be sent to you over email Incase if your date of Joining has been revised and you have not received a letter from the company, please get in touch with HR department.

Probation and Confirmation

You will be required to serve a probationary period of 6 (Six) months from the date of your joining the organization. The Company reserves the absolute right to extend or shorten your probationary period. Your confirmation as a permanent employee is subject to satisfactory performance, good conduct and behavior and your adherence with the terms of this Appointment Letter and the policies and procedures of the Company.

Hours of Work

You will abide by the working hours and weekly offs of the organization. Whenever your posting is changed from one location to another, the rules and regulations of that location will be applicable to you.

Transfer

Your services are liable to be transferred at any time to any of its current and future business locations, units, departments, section offices or deputed to another organization with whom the organization may have to make any agreement or arrangement with. However, you will be entitled to the same salary or benefits on such transfer or deputation unless the Company decides otherwise.

ASBL

Compensation and Benefits

I. Your Annual Fixed Compensation (CTC) will be **INR 4 Lacs /- (Rupees Four Lakhs Only).**

Components	Annual	Monthly
Basic	1,88,300	15,692
HRA	75,320	6,277
Gratuity	9,053	754
Bonus	15,658	1,307
Special Allowance	88,242	7,353
Gross salary	**3,76,600**	**31,383**
Employer Contributions		
Employer Provident Fund Employer ESI Contribution	23,400	1,950
Cost to Company	**400,000**	**33,333**

II. Additional to your Fixed CTC you shall be payable Sale based Incentive.

Note: Your Salary details are strictly private and confidential; details in this letter must not be disclosed and discussed to others.

Your income shall be subject to deduction of all applicable taxes as per the Income Tax Rules and other Taxes of the Government of India.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme after your confirmation as a permanent employee of the Company. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Termination:

You may terminate your employment with the Company by issuing the notice of termination with Two months' notice in writing without assigning any reason.

In case of termination of services, you are required to successfully serve the notice period, duly handover your duties and responsibilities and complete the Exit Clearance process in order to collect the applicable dues and certificates.

Double Employment Prohibition:

During your employment with the Company, you will diligently and loyally devote your full attention and skills, time, energies, and best efforts exclusively to the affairs of the Company and will endeavor to promote and advance the interests of the Company. You will under no circumstances make available your services (part time or otherwise) to any undertaking, or work on advisory capacity or have any interest directly or indirectly in any other undertaking or activity or business (including any trade, business, firm, company or organization), during your employment with the Company, without first obtaining the written consent of the Company, provided that the restriction in this Clause shall not apply:

ASBL®

(a) to you continuing to hold any shares in any listed Company held by you at the date of commencement of your employment with the Company;

(b) to charitable work done outside business hours; or

(c) to the holding of non-Employee positions in non-competing businesses where the consent in writing of the Company has first been obtained, provided that such interests are declared to the Company and that they do not impact upon the proper performance of the Employee's duties hereunder.

Confidentiality of Information and Assets

1. You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information (defined in Confidentiality and Non-Disclosure Undertaking) relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company.
2. At no time, will you remove any Confidential Information from the office without permission. Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this appointment letter and/or your employment with the Company.
3. The terms of Confidentiality and Non-Disclosure are as set out in the "Confidentiality and Non-Disclosure Undertaking" are deemed to have been incorporated in appointment letter and shall be summarily applicable to your employment with the Company.
4. Breach of the conditions of this clause or the Confidentiality and Non-Disclosure Undertaking will render you liable to summary dismissal under the clause, in addition to any other action the Company chooses to initiate against you in law.

As a member of ASBL Team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of our organisation. 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 that, you will find this new opportunity both challenging and rewarding.

Welcome to **"Team ASBL"**, and we hope you have great time in reaching your true potential.

Regards,

Sincerely yours,

For Ashoka Builders India Private Ltd,

ASHOKA BUILDERS INDIA PRIVATE LIMITED Hyderabad

Authorised Signatory.

Acceptance Signature

Name & Date:

UID- 111720044246

HNI INDIA

Corporate Office:
HNI OFFICE INDIA LTD.,
406, Windfall, C Wing,
Sahara Plaza
Andheri-Kurla Road
J. B. Nagar Andheri (East)
Mumbai 400059
www.hni-india.com

OFFER LETTER

April 12, 2022

Prabhu Sai
4- 72/1, Ghanapur Station
Narnilligonda, Warangal
Andhra Pradesh - 506143
Contact No – 7674969428

SUB: OFFER OF EMPLOYMENT

Dear Prabhu,

We are glad to inform you that you have been selected by HNI Office India Ltd for the position of **Executive – Sales**

You shall receive an annual compensation as per the Annexure I enclosed with this letter.

This offer of employment will be valid for acceptance by you for a period of one week from the time of your receiving the same. Please sign and return a copy of this letter duly countersigned in acceptance of the offer of employment.

As communicated and discussed your date of joining shall be **May 9, 2022** or earlier. On receipt of this communication please send us a copy of acknowledged resignation letter from your current employment.

You are also required to go through an **antecedent check and pre-employment medical examination** which is arranged by the organization subject to which a detailed letter of appointment shall be issued on your day of joining.

We look forward to having you on board at the earliest.

For **HNI Office India Limited**

Shweta

Shweta Dubey
Deputy General Manager – HR

HNI INDIA

Corporate Office:
HNI OFFICE INDIA LTD.,
406, Windfall, C Wing,
Sahara Plaza
Andheri-Kurla Road
J. B. Nagar Andheri (East)
Mumbai 400059
www.hni-india.com

ANNEXURE I

Name : Prabhu Sai
Designation : Executive – Sales
Grade: Executive
Department : Sales & Marketing
Location : Hyderabad

Components	Amount (in Rs) per month	Amount (in Rs) per annum
(A) Monthly Salary		
Basic	9,000	1,08,000
HRA	4,500	54,000
Education Allowance	200	2,400
Personal Pay	14,748	1,76,980
Telephone Allowance	500	6,000
Bonus	1,400	16,800
Sub - Total (A)	30,348	3,64,180
(B) Other Allowances		
Leave Travel Allowance	750	9,000
Sub - Total (B)	750	9,000
(C) Retirals		
Employers Contribution to PF	1,800	21,600
Gratuity	435	5,220
Sub - Total (C)	2,235	26,820
Cost to Company		4,00,000

Note:

- Entitled for other benefits as per Company policy.

For HNI Office India Limited

Shweta Dubey
Deputy General Manager – HR

UID:- 111720044248

GreyCampus

Ref: GC-CR-2022-208

Dated: 27th October 2022

Dear Monjit Kemprai,

Subject: Offer of Appointment as "Associate-Sales"

We are pleased to offer you the promotion to the position of **"Associate-Sales"** in our company w.e.f "**1st October 2022**".

Remuneration and other terms:

a) You will be paid a CTC of Rs. **3,96,000/-** (Rupees Three Lakhs Ninety-Six Thousand only) per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

VIJAY PASUPULATI
CEO

Candidate's Acceptance

I accept the above offer.

Name : Monjit Kemprai.
Date : 28/10/2022.

1117200442 49

GreyCampus

Ref: GC-CR-2022-210

Dated: 27th October 2022

Dear Susanna Esther Kingsley,

Subject: Offer of Appointment as "Associate-Corporate"

We are pleased to offer you the promotion to the position of **"Associate-Corporate"** in our company w.e.f **"1st October 2022"**.

Remuneration and other terms:

a) You will be paid a CTC of Rs. **3,96,000/-** (Rupees Three Lakhs Ninety-Six Thousand only) per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

Vijay Pasupulati

VIJAY PASUPULATI
CEO

Candidate's Acceptance

I accept the above offer.

Name :
Date :

EMPLOYMENT OFFER_BERGER PAINTS INDIA LTD

2 messages

Soumita Mukherjee <corphr@bergerindia.com> Thu, 21 Apr, 2022 at 2:42 pm
To: Vinaykumar101997@gmail.com <Vinaykumar101997@gmail.com>

April 21, 2022

Vinay Kumar

Dear Mr. Vinay Kumar

OFFER OF EMPLOYMENT

On behalf of Berger Paints, we congratulate you for successfully completing our campus recruitment process and we are pleased to extend an offer to you for the position of **Senior Sales Officer Trainee (SSOT)** on the terms and conditions discussed mutually. We believe that your knowledge, skills and dedication would be an ideal fit for our team.

You will be on training under probation for a period of one year, and on successful completion of probation which will include a knowledge assessment, will be absorbed in the regular non-management grade as **Senior Sales Officer** of the Company.

Your date of joining shall be 2nd May, 2022 and your reporting location Hyderabad. For any guidance in reaching your reporting location or any logistical support, you may reach out to our Admin Coordinator Mr.Safi Mohammad at safimohammed@bergerindia.com or 9177615898. On the date of your joining, you may please carry filled-in copies of our joining documents that may be downloaded from the following link: https://we.tl/t-Ka0nQD7PSz

Your remuneration and benefits will be as set out in the annexure to this offer.

You are requested to bring along the following documents for submission at the time of your joining.

a) All certificates and mark sheets (SSC on wards)
b) DOB Proof (Birth Certificate/ Class 10 Admit Card)
c) Company application form duly filled (enclosed)
d) Medical form duly filled (enclosed)
e) Photocopy of Pan Card
f) Photocopy of Aadhaar Card

The formal letter of appointment will be issued to you at the time of your joining the Organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Yours Sincerely,

For BERGER PAINTS INDIA LTD.



(SAMAR BANERJEE)

GROUP HEAD - HR

Encl: Salary Annexure

BERGER PAINTS INDIA LIMITED

Berger House, 129, Park Street, Kolkata - 700 017, Phone: 2229 9724-28, 2229 6005•06, Fax: 91-33-2249 9009/9729, www.bergerpaints.com

CIN - L51434WB1923PLC004793, E-mail: consumerfeedback@bergerindia.com

ANNEXURE:

SENIOR SALES OFFICER TRAINEE COMPENSATION - 2022

FIXED SALARY AND ALLOWANCES		Per Month	Per Annum
Basic Salary	Rs	15295	183540
House Rent Allowance	Rs	2000	24000
Conveyance Allowance	Rs	1600	19200
Supplementary Allowance	Rs	1000	12000
Special Allowance	Rs	10562	126744
LTA (@ 1 month Basic Salary)	Rs	1275	15295
Medical (@ 1 month Basic Salary)	Rs	1275	15295
Total Monthly Rate (A)	**Rs**	**33006**	**396074**
ANNUAL COMPONENT			
Annual Bonus / Exgratia	Rs	1400	16800
Total (B)	**Rs**	**1400**	**16800**
RETIRALS			
PF (@12% of Basic Salary	Rs	1835	22025

Gratuity (@15 days pay/year)	Rs	735	8824
PERQUISITE			
Cell Phone Reimbursement	Rs	500	6000
Total (C)	**Rs**	**3071**	**36849**
VARIABLE PAY			
Sales Incentive (Max.)	**Rs**	**0**	**80000**
Market Working Allowance	**Rs.**	**3780**	**45360**
Total (D)	**Rs.**	**3780**	**125360**
Gross Salary (CTC)	**Rs**	**41257**	**575083**
(Total of A+B+C+D)			

NOTE :

a) Additional benefits extended by the company as per Company policy is Group Mediclaim Insurance coverage of Rs 1,50,000/- p.a. for self and immediate family.

b) Sales / Performance Incentive is a variable component and is calculated based on optimal performance of individual on certain value, volume, collection targets achieved on quarterly basis. The indicated figure is on a full year term, based on an assumption that you will earn 100% incentive. The actual pay out shall be based on achieved performance levels on specified performance parameters and is payable only if an individual is on the rolls of the company during the time of each pay out as per rules.

c) LTA can only be availed after completion of one year of service.

d) Annual Bonus for the period (April-March) is payable in September/October of every year.

e) Domiciliary Medical Reimbursement benefit shall cover immediate family members & parents only.

f) Two wheeler shall be allotted as per company scheme & individual grade entitlement.

g) Leave entitlement in a year: As applicable in the factories / depots as per Company rules.

h) Market Working Allowance will be reimbursed at Rs.210/- per day for local and upcountry travel depending on the actual no. of days travelled and monitored through Mobile App. (Minimum of 18 days) This is a variable component calculated on specific number of visits to dealers, XP sites and retail projects as per Company rules. Currently number of visits to Depot Town will be 100 and upcountry /Other than Depot Town will be 80.

VINAY KUMAR <vinaykumar101997@gmail.com> Sat, 23 Apr, 2022 at 11:55 am
To: Soumita Mukherjee <corphr@bergerindia.com>

I accept the offer.
[Quoted text hidden]

EMPLOYMENT OFFER LETTER

June 8, 2022

Dear Dheeraj Rotikadi,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on a full-time basis, with Berkadia India Private Limited (**'Berkadia'** or **'Company'**), Starting from **10 June 2022** (or as date as may be communicated to you by the Company), as per details given below.

A). Your current designation will be **Associate Analyst I**

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

C). Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,54,000 /- (Rupees Three Lakhs Fifty-Four 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 monthly. The Company shall deduct tax at source at the time of making payment.

Please note that this offer is made on consideration of your skills, qualifications and salary details contained in the particulars furnished by you in your resume \testimonials\ current-previous employment details etc. the company conducts background verification and in case the furnished particulars are found to be incorrect or if it is found that any material fact related to your skills, qualifications and personal capacities has been concealed by you, the company shall have the right to terminate your appointment without any notice or compensation or this Offer remains null and void.

1. Company's contribution to PF is @12% and is calculated on the sum of Basic Salary,
2. The salary\allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income tax Laws.
3. As per the company policy, you will be covered under a company provided Medical Insurance.
4. Performance bonus will be payable annually subject to the company's and your performance.
5. The details about your targets will be decided between you and your manager on your joining the company.
6. Meal Allowance vouchers worth Rs 1800 are paid every month for no. of days you work at office.

The breakup of your all-inclusive annual target compensation is provided in Annex-1.

Best Regards,

For **Berkadia Services Pvt. Ltd.**

Debashish Ghosh

Debashish Ghosh

Vice President- Human Resources

PRIVATE AND CONFIDENTIAL
Berkadia Services India Private Limited

Scanned with CamScanner

Annexure

Salary Structure	
Total CTC	**3,54,000**
Fixed CTC	**3,00,000**
Part A Fixed	
Basic Salary	1,31,400
HRA	65,700
Special Allowance	81,300
Vehicle and Maintenance	-
LTA	-
Employer PF	21,600
Total Part A	**3,00,000**
Part B Variable	
Meal Voucher	30,000
Total Part B	**30,000**
Part C Performance Related Components	
Performance Pay	24,000
Total Part C	**24,000**
Total Gross Part A, Part B & Part C	**3,54,000**
Statutory Deductions	
PF Per Annum	**21,600**
PT Per Annum	**2,400**
TDS	**As Applicable**

Internet Allowance - Rs-15600/-

You are eligible for an Internet reimbursement of Rs.1300/- Monthly. You will be required to submit all the reimbursement invoices during our annual Investment Proof submission period for tax exemption. If not, this payout would be taxed.

Scanned with CamScanner

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Private and Confidential

Congratulations and a Warm Welcome!!!

June 20, 2022

R Morphan Kumar
Hyderabad,

Dear Morphan,

It is our pleasure to offer you the position of **Graduate Trainee Operations**, Job Title of: **Graduate Trainee Operations** as per the terms and conditions as set out in this letter.

Appointment

You will be employed with Franklin Templeton International Services India Pvt. Ltd. (the "Company"), a subsidiary of Franklin Resources, Inc. (Franklin Resources, Inc. and its subsidiaries and affiliates (including the Company) shall hereinafter be collectively referred to as "Franklin").

This offer is valid till seven days from the date of issuance and in the event of your failure to join the services of the Company on or before **July 05, 2022** the offer and acceptance shall stand rescinded automatically without any further notice.

Confirmation of your appointment is subject to you producing your graduation certificate within three months from the date of this letter or such extended period as may be communicated by Franklin Templeton International Services (India) Pvt. Ltd., at its sole discretion and successful completion of probation period. Failure to adhere to this condition will result in automatic termination of your employment.

You shall perform duties as may, from time to time, be assigned to you by your supervisor and you shall comply with all reasonable directions of the Company. You will be working in the Hyderabad office of the Company. The Company reserves the right to assign, reassign, transfer or relocate you to other areas, departments or offices of Franklin on one or more occasions.

Your employment shall be in force till such time as may be determined by the terms of this Appointment Letter or any other policies that may be in force from time to time, or upon you reaching the age of retirement as per the Company's policy, whichever is earlier. For the purpose of this clause, the age of retirement is 60 years.

Probation

You will be on probation for a period of six months from the date of joining or passing your graduation exam whichever is later. During this period, your supervisor will regularly review and assess your performance. In the event that either you or the Company wishes to terminate your employment during the probationary period, either party may terminate this agreement by serving to the other party not less than one month's notice in writing or by making payment in lieu thereof. The Company reserves the right to extend the probationary period for better assessment of your performance and conduct.

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Working Hours

You will be required to work in shifts, based on the operational needs of your department. However, subject to applicable laws, your working hours might be adjusted from time to time, as determined by your supervisor. By accepting this offer of employment, you have given your consent to work in shifts as per operational needs.

Cost to Company (CTC)

The illustrative break-up of your annual CTC including benefits, allowances and perquisites, if any, payable by the Company is provided in Annexure – 1 & 2.

Your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) shall be subject to an annual review in accordance with the Company policy and any adjustment shall be at the sole discretion of the Company.

Your CTC shall be governed by the tax laws of Govt. of India and any Income Tax on Employment shall be solely borne by you.

Apart from the monthly gross remuneration (including bouquet of benefits, conveyance and special allowance), you will be eligible to participate in the Company's Annual Incentive Compensation Plan (AIP) in the year of joining if your joining date is prior to July 01. If the date of joining is July 01 or thereafter, you will be eligible for AIP from the subsequent performance year (1st October-30th September) onwards. The figure given in your cost to company (CTC) breakup in Annexure-1 is only the Discretionary Performance Bonus. Annual bonus awards are based upon company and individual performance and are variable and not guaranteed. The Company reserves the right, in its sole discretion to amend/cancel the AIP at any time in whole or in part and there is no contractual obligation on payment. You must continue to be employed by the Company on the date of payment to be eligible to participate in AIP.

Benefits

You will be entitled to participate in the benefits plan as offered by the Company from time to time. The Company reserves the right to amend or discontinue any or part of the benefits plan, to the extent allowed by applicable legislation without compensation for such amendment or discontinuance.

Company Policies, Regulations and applicable laws

You will be subject to staff policies and regulations as determined by the Company from time to time. You shall be also responsible to adhere to and discharge all the duties and obligations of an employee mentioned in the applicable laws including prevention of sexual harassment laws. The Company reserves the right to amend its staff policies and regulations as appropriate without giving prior notice to employees. The policies and procedures, however, do not form part of these terms of employment, and you acknowledge that they do not provide you with any contractual right or entitlement.

Data Privacy

By signing this agreement, you acknowledge and agree that any personal information and data (whether belonging to you or your dependents and beneficiaries) which you supply to the Company, or which is

received by the Company with your consent, may be retained by the Company for any purposes related to your employment under this agreement. Such information and data may be used by the Company, Franklin and may be transferred to any company/body corporate within the group or our appointed agents, whether locally or overseas, only in connection with your employment.

Confidentiality

This offer is conditional upon your acceptance of the Company's Confidentiality agreement, a copy of which is attached for you to sign.

Non-solicitation/Non-Compete:

You agree that during your employment with the Company and for a period of 12 months after the termination of your employment, you shall not, directly or indirectly, whether for or on behalf of yourself or any other person or entity

- Induce or attempt to induce any employee of the Company to leave his / her employment with the Company;
- Interfere in any way with the relationship between the Company and any of their respective employees;
- Hire or solicit for hire, or participate with any other person or entity in hiring or soliciting for hire any individual who is an employee of the company or was an employee of the Company within one year of such hire or solicitation;
- Induce or attempt to induce any Prospective Client, or any person or entity who had been a client within the prior 12 months, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with, to not do, or cease doing business, with the Company; OR
- Interfere in any way with the relationship between any such past, present or Prospective Client, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with during your employment with the Company

Reference checks and Acceptance

This offer and acceptance is subject to receipt by the Company of satisfactory reference checks/background checks as required by the Company for verification of your employment history. Any false or misleading information provided to the Company may result in rescind of this offer and acceptance or immediate termination of your employment without any notice and compensation.

Termination

Post your probation period, in the event that either you or the Company wish to terminate this agreement, the same can be done by either party serving to the other party not less than two months' notice in writing or by making payment equivalent to two months' gross remuneration (including bouquet of benefits, conveyance and special allowance) in lieu thereof. Your notice period waiver or payment in lieu will be at the sole discretion of the Company.

In the event that you leave the services of the Company within one year of joining, you shall be required to pay back the company any kind of direct joining expenses incurred for you at the time of joining. For the purpose of this clause, joining expenses mean the relocation allowance, travel expenses, expenses

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Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

incurred for relocation assistance such as accommodation, notice pay reimbursements etc., as applicable. These amounts shall be on actual basis and not prorated.

The Company reserves the right to terminate this agreement at any time without any prior notice if it has reasonable grounds to believe you are guilty of misconduct, persistent unpunctuality, neglect of duty, material breach of any terms of your employment or on any other ground within the labour laws of India. Any delay by the Company in exercising such right of termination shall not constitute a waiver of that right.

Upon termination of your services with the Company, you shall settle all your dues prior to the last working day and obtain clearance from all concerned departments. The Company will initiate your full and final settlement upon the receipt of the duly filled in final clearance form. Subject to restrictions mentioned under the applicable laws, the Company has the right to set off, any amount payable to you against your unpaid dues and surplus amount after adjusting such dues, if any, shall be credited to your salary account.
The Company reserves the right not to release your relieving letter till the settlement of all dues from you to the Company and satisfactory handover of the responsibilities and the Company's assets is complete. The Company also reserves the right to initiate appropriate legal remedies to recover unpaid dues from you, if any.

Communication received/sent from/to the official or personal email id of the employee will be considered as valid electronic communication in writing and physical signature of the employee/employer will not be required to prove the veracity and legal validity of such communication.

Other Terms & Conditions:

1. You agree to sign undertakings as may be required by the Company from time to time.

2. Your employment with the Company will be in the nature of full time employment and you shall not undertake any other part time or full time employment of any nature, without prior approval from the Company.

3. You agree that you are currently not a party to any such agreement which restricts you from accepting this offer and subsequently joining the Company. Further, you agree that your acceptance of this offer will not conflict with, result in a breach of, or constitute a default under any agreement, order, judgment or decree of any kind to which you are a party or by which you are bound. In the unfortunate event of such a conflict or breach, you also agree that this shall be deemed completely as your responsibility and the Company will no way be responsible for any such breach or conflict.

4. The Company shall be entitled to rescind this offer and acceptance or terminate your employment, with immediate effect and without notice or liability, if any of the conditions laid down of your employment are not fulfilled or completed to the satisfaction of the Company.

This Agreement shall be governed by and construed in accordance with the laws of India and the Courts of Hyderabad shall have the exclusive jurisdiction to try all matters arising between the parties hereof.

FRANKLIN TEMPLETON

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Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

This offer letter, along with the Annexures appended, and the other documents which you are required to sign upon joining, constitutes the entire agreement between parties with respect to the subject matter of this offer and supersedes all previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Company or its affiliates.

To confirm your acceptance of employment with the Company, [subject to the above reference checks,] on the terms and conditions set out in this agreement, please sign and return one copy of this letter to us on your date of joining.

We hope that you will become a valuable member of our team and make a significant contribution to the organization. We look forward to working with you.

Sincerely,
For Franklin Templeton International Services India Pvt. Ltd.

Payal Malhotra
Head of Talent Acquisition – India

Acknowledgement
I confirm that I have read and fully understand the above terms and conditions. I confirm acceptance of this offer.

Name: R Morphan Kumar

PAN Card No./Adhar Card No./Passport No.:

Date:

1147100442 62

Edelweiss

STRICTLY PRIVATE & CONFIDENTIAL

12-04-2022

Sudheer Jakkampudi

Hyderabad

APPOINTMENT LETTER

We are pleased to appoint you as **Associate** in the role of **Management Trinee** commencing not later than **18-04-2022** with **Edelweiss General Insurance Company Limited** ("the Company") on the following terms and conditions:

Compensation and Benefits: You will receive compensation as outlined in **Annexure 1.** Income Tax or any other statutory deductions will be made at source, as per the applicable tax laws. Your performance will be reviewed annually. You will also be eligible to participate in the Company's discretionary performance based Bonus Scheme / Performance Linked Incentives as applicable subject to your being in the Company's employment and not under notice to leave the Company on the bonus payment date.

Workplace: You are appointed to work in the Company office at **Hyderabad.** However, your services may be transferred by the Company to any other location or division or you may be transferred to any other group entity, in India or abroad, as per the requirement of the Company.

Leave & Other Benefits: 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.

Probation/Confirmation: You will be on probation for a period of 6 months from date of joining. During this period your performance will be reviewed periodically and if required necessary instructions / advise / support / feedback will be provided to you. At the end of this period the company will assess your performance and suitability and decide to confirm your employment or extend your probation. This extension will be at the discretion of the company and if the company so deems necessary. Your probation may be extended twice for a period of three months each only. At the end of the probation period or extension of probation period you will be deemed confirmed if you have not received a letter intimating you of extension of probation or dismissal as the case may be.

Notice for Separation / Termination: 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 is given in case of an employee under probation period, post confirmation, the employee needs to provide 90 days' notice or salary in lieu thereof. Waiver of notice period days is completely at the discretion of the Company.

However, in the event of your being guilty of misconduct 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 breaches of any of the terms and conditions herein, including the conditions under Professional Ethics, and Confidentiality clause, the Company reserves its right to immediate termination of your services at any given point of time, without any compensation or notice. This right is in addition to any other rights and remedy the company may have against you in law.

Professional Ethics, and Confidentiality: Your position with the company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You are not permitted to carry on any business or profession or enter for any part of your time, in any capacity into the services of or be employed by or engaged with any other firm, company or person. You will promote the interests of the Company and will not divulge to any person or utilize any of the Company's secrets or other related Information (which you may possess by reason of your association with the Company) outside the Company.

It is a condition of your employment that you maintain the confidentiality of any and all proprietary information of which you gain knowledge or possession as a result of your employment with the company. You must not disclose such proprietary information to any person. The term proprietary information shall mean all company information whether in oral, written, graphic, diskette, or machine readable form including but not limited to all non-public lists of customer, agents, general agents, intermediaries, prices, business plans, strategic plans or other non-public financial information, customer base, manuals, designs, procedures, formulae, discoveries, inventions, improvements, concepts, ideas, future plans and budgets unannounced organizational staffing changes financial analysis, competitor analysis, management information technical data and Market studies.

This obligation of confidentiality continues after your employment terminates, further complete confidentiality of employment compensation details is expected to be maintained by you during your period of employment with the company.

You shall faithfully observe and comply with all the Company's rules, policies, regulations, practices, processes and procedures that are in force and applicable to you and all changes therein, from time to time, shall be binding on you.

You shall indemnify and keep the Company indemnified and harmless against all claims by any third party for loss, damage, expenses or infringement of the third party's (IPRs), arising as a result of the usage of any patent, trademark, label, design or application, including software programs and applications. The Company shall also have a right to recover any damages incurred on account of any misrepresentation of your job responsibilities, misappropriation of funds by you, or any act done by you which is against the policies as laid down by the Company from time to time. You shall indemnify and keep the company indemnified to the extent of such loss as may be suffered by the Company.

You agree that during the term of employment and for a period of one year after the termination of your employment, you shall not in any way, directly or indirectly:

- Induce or attempt to induce any employee of the Company to quit employment with the Company;
- Solicit or entice any employee of the Company.
- Otherwise interfere with or disrupt Company's relationship with its employees;
- Keep confidential and not disclose to any unauthorized persons all Company information, business and financial interests, Company intelligence, consisting of sensitive research, either acquired or in the process of being carried out, technical capability and commercial intelligence disclosed to you and/ or acquired by you in the course of your employment; and
- Not employ, use and/ or engage the confidential information acquired during your employment with the Company to any other company, entity, organization or their associates/affiliates, who are in competition with Edelweiss and its associates/affiliates.

Misconduct

Misconduct would amount to cause for your immediate dismissal without notice or payment in lieu of notice.

Examples of misconduct include but are not limited to:

1. Non Compliance with all applicable laws and regulations in the conduct of business for and on behalf of the Company.
2. Theft, misappropriation or willful destruction of Company property.
3. Refusal or failure to comply with a reasonable instruction given by your supervisor.
4. Willful insubordination or disobedience of any lawful and reasonable order of a superior.
5. A finding that you are guilty of a criminal offence by a court of competent jurisdiction.
6. Sexual Harassment or intimidation of employees.
7. Behavior which is either physically or verbally threatening or degrading to others.
8. Violation of Code of Conduct and Business Ethics.

Cooling Period: In case of you resign from the services of the company or your services were to be terminated by the Company at any time in future, the Company, at its sole discretion, shall have a right to offer you a cooling period entitlement upon such terms and conditions, and for such period as the company may deem fit, for a maximum period of 90 days. In the event that the company was to decide to offer cooling period entitlement to you then during such cooling period you shall not undertake to join any firm nor shall commence any business of competing nature with that of the company. Further it is agreed by you that in the event that such cooling period entitlement were to be offered to you, you will be required to complete the additional formalities and to execute such documents as may be then communicated to you by the company.

Amendments: The Company reserves the right to change these terms and conditions at any time without giving prior notice. In the event any changes are made, the revised terms and conditions shall be communicated to you appropriately.

Governing Law/Jurisdiction: Your employment with the Company is subject to Indian laws. All disputes shall be subject to the jurisdiction High Court of Bombay only.

Edelweiss

Electronic Signature: You acknowledge and agree that this appointment letter (the "Appointment Letter") is being executed electronically and that is enforceable.

Wishing you an enriching career with Edelweiss!

Please sign and return the duplicate copy of this letter of appointment (put initials on each page including Annexure – I) as a token of your having accepted the above terms and conditions.

Yours faithfully

For Edelweiss General Insurance Company Limited

Accepted:

Melvin Gladstone
Human Resources

J.V. Sudheer 13/04/2022.
Signature & Date

Edelweiss

Annexure 1

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
Special Allow ance	3,82,036	31,836
Stat Bonus	10,964	914
Effective Annual/Monthly Salary [A]	**3,93,000**	**32,750**
Total Fixed Compensation [B]	**3,93,000**	**32,750**
Medical Reimbursement [C]	7,000	
Total Annual CTC [B+C]	**4,00,000**	

* Deductions will be made as per the statutory laws, as applicable

** Premium paid by Edelweiss for Group Mediclaim Policy for employee and dependents [spouse, parents and maximum 2 children up to the age the of 25 years or till completion of full-time education whichever is earlier]

Joining Bonus

Further, a joining bonus amount of INR 50000 will be paid to you as per the below grid, contingent to your continuing in the company's employment and not serving notice to leave the company as on the scheduled payment date. This amount will be fully recoverable from you in case of discontinuation of your services before the completion of Select from the Select

Joining Bonus Amount (INR)	Scheduled Payment
INR 50000	Appraisal Cycle/Select/Select/Appraisal Cycle FY 2022-23

Accepted

J.V.S Vdhees

1117200442 65

alliantgroup™

21 March 2022
Diwakar Prasad
Subject: Offer of Employment

Dear **Diwakar Prasad,**

On behalf of **alliantgroup India Talent Private Limited** (the "Employer") I am pleased to confirm our offer of employment to you as **"Associate – TAX Credits and Incentives"** based in **Hyderabad.** You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our organization on **9 May 2022.**

Your immediate manager will communicate details of your roles and work responsibilities in the initial weeks of your joining the employer.

Your annual gross compensation is **INR 5,00,000 (Rupees Five Lakh Only)** and will be subject to statutory and other deductions as per Employer practices and policies.

Your employment with us will be governed by the Terms and Conditions of the Employment Agreement detailing compensation breakup and other employment details which will be provided on the day of joining the organization.

As a token of your acceptance of our offer please acknowledge indicating acceptance of our offer on email within Two days of the receipt of the letter after which period this offer shall lapse automatically. You will be required to sign the duplicate copy of the offer letter once the hard copy letter is available.

Diwakar Prasad, everyone you have interviewed with joins me in extending you congratulations and warm regards. We look forward to you joining our team.

Sincerely,
For **alliantgroup India Talent Private Limited**

Authorized Signatory
Name & Date of Acceptance

Name		**Diwakar Prasad**
Designation		**Associate – TAX Credits and Incentives**
Pay Components	**Annual Gross (INR)**	**Monthly Gross (INR)**
Basic	200,000	16,666
HRA	80,000	6,666
Other Allowances	198,400	16,535
PF Employer	21,600	1,800
TOTAL	**500,000**	**41,667**
Medical and Accident Insurance Policy will be provided as per Company norms		
A variable performance-based pay, as per company policy, will be applicable		

THOMSON REUTERS

UID - 111720044267
MBA

PRIVATE AND CONFIDENTIAL

March 18, 2022

Kawali Gouthami
Hyderabad

Dear Gouthami,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **May 16, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

THOMSON REUTERS

Annexure I - Total Rewards

Name: Kawali Gouthami

Title: Associate Content Specialist

Reporting Manager: Mridul Saha

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 6, 2022
Ms. Sindhu Kommula

Plot no.06, radha krishna nivas,
Pragathi nagar,Nizampet
Hyderabad- 500090 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 27, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 27, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.



In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Sindhu Kommula

Sindhu
06/06/2022

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated June 6, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from June 27, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

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Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

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you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

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06/06/2022

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

Sindhu

06/06/2022

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

Sindhu
06/06/2022

disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**

Sindhu
06/06/2022

ANNEXURE- II
Compensation Details

Name	**Sindhu Kommula**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	14,850.00	178,200.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	18,150.00	217,800.00
BASE SALARY	**33,000.00**	**396,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		39,600.00
TOTAL EARNINGS (A+B+C)	**34,800.00**	**457,200.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

Sindhu
06/06/2022

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

Sindhu
06/06/2022

- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

Sindhu
06/06/2022

ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.

2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.

3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.

   - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
   - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
   - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.

4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."

5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.

6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.

7. All tax liabilities arising out of the compensation shall be borne by the employee.

8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.

9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.

Sindhu
06/06/2022

Date of Joining: **June 10, 2022**
Joining Location: Hyderabad,
Designation: **Associate Analyst I**

Dear Ande Sai Chandana,

A very warm welcome to you!

Berkadia's slogan is 'Be Berkadia', and we live it each day at work. We hope that it resonates with you too, as we set out to achieve our goals - both individually as well as a team-together. To give you an idea, this is how your first day will progress...

1	Reporting at 10:00AM
2	Verification/Filling/ Submission of Background Verification Form
3	Receipt of Employee Handbook and visitor-cum-bus pass
4	Filling up of master form
5	Lunch break
6	Submission of signed documents
7	Receipt of appointment letter
8	Bank account opening
9	Team introduction

We wish you all the very best.

Regards

TeamHR

Kindly note:

Your Joining will happen Virtually

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EMPLOYMENT OFFER LETTER

June 08, 2022

Dear Ande Sai Chandana,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on a full-time basis, with Berkadia India Private Limited ('**Berkadia**' or '**Company**'), Starting from **10 June May 2022** (or as date as may be communicated to you by the Company), as per details given below.

A). Your current designation will be **Associate Analyst I**

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

C). Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,96,000 /- (Rupees Three Lakhs Ninety Six 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 monthly. The Company shall deduct tax at source at the time of making payment.

Please note that this offer is made on consideration of your skills, qualifications and salary details contained in the particulars furnished by you in your resume \testimonials\ current-previous employment details etc. the company conducts background verification and in case the furnished particulars are found to be incorrect or if it is found that any material fact related to your skills, qualifications and personal capacities has been concealed by you, the company shall have the right to terminate your appointment without any notice or compensation or this Offer remains null and void.

1. Company's contribution to PF is @12% and is calculated on the sum of Basic Salary,
2. The salary\allowance structure is liable for modification from time to time and all payments are subject to appropriate taxation as per the Income tax Laws.
3. As per the company policy, you will be covered under a company provided Medical Insurance.
4. Performance bonus will be payable annually subject to the company's and your performance.
5. The details about your targets will be decided between you and your manager on your joining the company.
6. Meal Allowance vouchers worth Rs 1800 are paid every month for no. of days you work at office.

The breakup of your all-inclusive annual target compensation is provided in Annex-1.

Best Regards,

For **Berkadia Services Pvt. Ltd.**

Debashish Ghosh

Debashish Ghosh

Vice President- Human Resources

Annexure

Salary Structure	
Total CTC	**3,96,000**
Fixed CTC	**3,00,000**
Part A Fixed	
Basic Salary	1,31,400
HRA	65,700
Special Allowance	81,300
Vehicle and Maintenance	-
LTA	-
Employer PF	21,600
Total Part A	**3,00,000**
Part B Variable	
Meal Voucher	30,000
Shift Allowance	42,000
Total Part B	**72,000**
Part C Performance Related Components	
Performance Pay	24,000
Total Part C	**24,000**
Total Gross Part A, Part B & Part C	**3,96,000**
Statutory Deductions	
PF Per Annum	**21,600**
PT Per Annum	**2,400**
TDS	**As Applicable**

Internet Allowance - Rs-15600/-

You are eligible for an Internet reimbursement of Rs.1300/- Monthly. You will be required to submit all the reimbursement invoices during our annual Investment Proof submission period for tax exemption. If not, this payout would be taxed.

Monetary Benefits

a) **Performance Pay:** All employees who have joined before the August 31st of the review year will be eligible for the Performance Pay. This pay out purely based on the performance of the employees and at the discretion of the Management. This is a variable pay. The pay may vary from Rs. 0 to the maximum mentioned in the Performance Pay.

b) **Process Allowance:** This policy is to enhance motivation levels of employees to work in high complex areas/processes. Employees in AA1 & AA2 capacity, Employees in Probation period, Employees who are not on the rolls of the Company during Disbursement are not eligible for Process Allowance (PA). Employees in the capacity of UWFA, A1, A2, SA1, and SA2 will be eligible for the Process Allowance**.** PA is paid on Quarterly basis and as below:

   i. Level 4 processes will be paid an allowance of Rs. 7000 /month
   ii. Level 3 processes will be paid an allowance of Rs. 5000 /month
   iii. Level 2 processes will be paid an allowance of Rs. 3000 /month
   iv. Please follow the Process Allowance Policy for further guidelines

c) **Shift allowance Benefit:** This benefit is applicable for all employees working in Split, Night & Sunrise shifts. This is provided to boost the morale of the employees to work in Split, Night & Sunrise shifts. This is paid based on the no. of days the employees worked in the Split, Night & Sunrise shifts. (No. of days worked in Shift * Allowance per month/No. of days in the month).

d) **Meal Voucher:** Meal Vouchers enable employers to benefit employees by providing Meal benefits uniformly. The company provides you with Sodexo Vouchers to the value of Rs.1800 per month. This is in accordance with your Attendance. Employees on LOP and Maternity Leave will not be eligible for the benefit.

e) **Over Time:** All employees are expected to work such hours as may reasonably be expected in the requirements of their position. Overtime is payable to employees without people management duties for additional hours worked in excess of 40 hours per week as per statutory rule.

Over and above the monetary benefits, company provides other allowances\benefits. The list is as follows:

Non-Monetary Benefits

f) **Annual Health Checkup:** This benefit is applicable to all employees after completion of one year at Berkadia. Under this policy employee is entitled to get a voucher maximum of Rs.1500/- for health screening tests at ITMR,Lucid Diagnostic Center. Employees can avail this benefit once in a year only.

g) **Corporate Eye Screening Program:** This benefit is applicable to all employees after completion of probation period. The Company's Corporate Eye Screening Program (CESP) is designed to assist employees in taking care of their eyes and eye sight. Employees will benefit from an eye sight test free of charge on an annual basis and the company will contribute Rs.4,000 once in two years towards the cost of spectacles (frames + hard multi coated lenses) where the Optician recommends spectacles or corrective lenses for VDU use only. The Company will not contribute towards the cost of spectacles where they are required for general use.

h) **Life Insurance Benefit:** This benefit is applicable for all the employees of Berkadia India Services. The compensation payable to the nominees of the deceased employee is three times of fixed CTC.

i) **Personal Accident Policy Benefit**: This policy covers permanent total disablement, permanent partial disablement, temporary total disablement and loss of wages due to or arising out of accident. The compensation is 3 times of CTC in case of permanent disablement. The loss of wages will be paid on $1/4^{th}$ of monthly wages per week basis. Accidental medical expenses can be covered up to Rs. 25000/-.

j) **Mediclaim Policy:** This benefit is applicable for all the employees of Berkadia India Services. The sum insured is Rs. 500000. Coverage includes employee, spouse, children and parents from first day of employment.

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Private and Confidential

Congratulations and a Warm Welcome!!!

June 20, 2022

Kandimalla Lahari
Hyderabad,

Dear Lahari,

It is our pleasure to offer you the position of **Graduate Trainee Operations**, Job Title of: **Graduate Trainee Operations** as per the terms and conditions as set out in this letter.

Appointment

You will be employed with Franklin Templeton International Services India Pvt. Ltd. (the "Company"), a subsidiary of Franklin Resources, Inc. (Franklin Resources, Inc. and its subsidiaries and affiliates (including the Company) shall hereinafter be collectively referred to as "Franklin").

This offer is valid till seven days from the date of issuance and in the event of your failure to join the services of the Company on or before **July 05, 2022** the offer and acceptance shall stand rescinded automatically without any further notice.

Confirmation of your appointment is subject to you producing your graduation certificate within three months from the date of this letter or such extended period as may be communicated by Franklin Templeton International Services (India) Pvt. Ltd., at its sole discretion and successful completion of probation period. Failure to adhere to this condition will result in automatic termination of your employment.

You shall perform duties as may, from time to time, be assigned to you by your supervisor and you shall comply with all reasonable directions of the Company. You will be working in the Hyderabad office of the Company. The Company reserves the right to assign, reassign, transfer or relocate you to other areas, departments or offices of Franklin on one or more occasions.

Your employment shall be in force till such time as may be determined by the terms of this Appointment Letter or any other policies that may be in force from time to time, or upon you reaching the age of retirement as per the Company's policy, whichever is earlier. For the purpose of this clause, the age of retirement is 60 years.

Probation

You will be on probation for a period of six months from the date of joining or passing your graduation exam whichever is later. During this period, your supervisor will regularly review and assess your performance. In the event that either you or the Company wishes to terminate your employment during the probationary period, either party may terminate this agreement by serving to the other party not less than one month's notice in writing or by making payment in lieu thereof. The Company reserves the right to extend the probationary period for better assessment of your performance and conduct.

FRANKLIN TEMPLETON

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Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Working Hours

You will be required to work in shifts, based on the operational needs of your department. However, subject to applicable laws, your working hours might be adjusted from time to time, as determined by your supervisor. By accepting this offer of employment, you have given your consent to work in shifts as per operational needs.

Cost to Company (CTC)

The illustrative break-up of your annual CTC including benefits, allowances and perquisites, if any, payable by the Company is provided in Annexure – 1 & 2.

Your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) shall be subject to an annual review in accordance with the Company policy and any adjustment shall be at the sole discretion of the Company.

Your CTC shall be governed by the tax laws of Govt. of India and any Income Tax on Employment shall be solely borne by you.

Apart from the monthly gross remuneration (including bouquet of benefits, conveyance and special allowance), you will be eligible to participate in the Company's Annual Incentive Compensation Plan (AIP) in the year of joining if your joining date is prior to July 01. If the date of joining is July 01 or thereafter, you will be eligible for AIP from the subsequent performance year (1st October-30th September) onwards. The figure given in your cost to company (CTC) breakup in Annexure-1 is only the Discretionary Performance Bonus. Annual bonus awards are based upon company and individual performance and are variable and not guaranteed. The Company reserves the right, in its sole discretion to amend/cancel the AIP at any time in whole or in part and there is no contractual obligation on payment. You must continue to be employed by the Company on the date of payment to be eligible to participate in AIP.

Benefits

You will be entitled to participate in the benefits plan as offered by the Company from time to time. The Company reserves the right to amend or discontinue any or part of the benefits plan, to the extent allowed by applicable legislation without compensation for such amendment or discontinuance.

Company Policies, Regulations and applicable laws

You will be subject to staff policies and regulations as determined by the Company from time to time. You shall be also responsible to adhere to and discharge all the duties and obligations of an employee mentioned in the applicable laws including prevention of sexual harassment laws. The Company reserves the right to amend its staff policies and regulations as appropriate without giving prior notice to employees. The policies and procedures, however, do not form part of these terms of employment, and you acknowledge that they do not provide you with any contractual right or entitlement.

Data Privacy

By signing this agreement, you acknowledge and agree that any personal information and data (whether belonging to you or your dependents and beneficiaries) which you supply to the Company, or which is

received by the Company with your consent, may be retained by the Company for any purposes related to your employment under this agreement. Such information and data may be used by the Company, Franklin and may be transferred to any company/body corporate within the group or our appointed agents, whether locally or overseas, only in connection with your employment.

Confidentiality

This offer is conditional upon your acceptance of the Company's Confidentiality agreement, a copy of which is attached for you to sign.

Non-solicitation/Non-Compete:

You agree that during your employment with the Company and for a period of 12 months after the termination of your employment, you shall not, directly or indirectly, whether for or on behalf of yourself or any other person or entity

- Induce or attempt to induce any employee of the Company to leave his / her employment with the Company;
- Interfere in any way with the relationship between the Company and any of their respective employees;
- Hire or solicit for hire, or participate with any other person or entity in hiring or soliciting for hire any individual who is an employee of the company or was an employee of the Company within one year of such hire or solicitation;
- Induce or attempt to induce any Prospective Client, or any person or entity who had been a client within the prior 12 months, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with, to not do, or cease doing business, with the Company; OR
- Interfere in any way with the relationship between any such past, present or Prospective Client, or any investment manager, supplier, licensee, licensor or other business relation of the Company that you had knowledge of or dealings with during your employment with the Company

Reference checks and Acceptance

This offer and acceptance is subject to receipt by the Company of satisfactory reference checks/background checks as required by the Company for verification of your employment history. Any false or misleading information provided to the Company may result in rescind of this offer and acceptance or immediate termination of your employment without any notice and compensation.

Termination

Post your probation period, in the event that either you or the Company wish to terminate this agreement, the same can be done by either party serving to the other party not less than two months' notice in writing or by making payment equivalent to two months' gross remuneration (including bouquet of benefits, conveyance and special allowance) in lieu thereof. Your notice period waiver or payment in lieu will be at the sole discretion of the Company.

In the event that you leave the services of the Company within one year of joining, you shall be required to pay back the company any kind of direct joining expenses incurred for you at the time of joining. For the purpose of this clause, joining expenses mean the relocation allowance, travel expenses, expenses

incurred for relocation assistance such as accommodation, notice pay reimbursements etc., as applicable. These amounts shall be on actual basis and not prorated.

The Company reserves the right to terminate this agreement at any time without any prior notice if it has reasonable grounds to believe you are guilty of misconduct, persistent unpunctuality, neglect of duty, material breach of any terms of your employment or on any other ground within the labour laws of India. Any delay by the Company in exercising such right of termination shall not constitute a waiver of that right.

Upon termination of your services with the Company, you shall settle all your dues prior to the last working day and obtain clearance from all concerned departments. The Company will initiate your full and final settlement upon the receipt of the duly filled in final clearance form. Subject to restrictions mentioned under the applicable laws, the Company has the right to set off, any amount payable to you against your unpaid dues and surplus amount after adjusting such dues, if any, shall be credited to your salary account.
The Company reserves the right not to release your relieving letter till the settlement of all dues from you to the Company and satisfactory handover of the responsibilities and the Company's assets is complete. The Company also reserves the right to initiate appropriate legal remedies to recover unpaid dues from you, if any.

Communication received/sent from/to the official or personal email id of the employee will be considered as valid electronic communication in writing and physical signature of the employee/employer will not be required to prove the veracity and legal validity of such communication.

Other Terms & Conditions:

1. You agree to sign undertakings as may be required by the Company from time to time.

2. Your employment with the Company will be in the nature of full time employment and you shall not undertake any other part time or full time employment of any nature, without prior approval from the Company.

3. You agree that you are currently not a party to any such agreement which restricts you from accepting this offer and subsequently joining the Company. Further, you agree that your acceptance of this offer will not conflict with, result in a breach of, or constitute a default under any agreement, order, judgment or decree of any kind to which you are a party or by which you are bound. In the unfortunate event of such a conflict or breach, you also agree that this shall be deemed completely as your responsibility and the Company will no way be responsible for any such breach or conflict.

4. The Company shall be entitled to rescind this offer and acceptance or terminate your employment, with immediate effect and without notice or liability, if any of the conditions laid down of your employment are not fulfilled or completed to the satisfaction of the Company.

This Agreement shall be governed by and construed in accordance with the laws of India and the Courts of Hyderabad shall have the exclusive jurisdiction to try all matters arising between the parties hereof.

FRANKLIN TEMPLETON

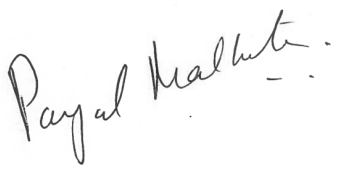
Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

This offer letter, along with the Annexures appended, and the other documents which you are required to sign upon joining, constitutes the entire agreement between parties with respect to the subject matter of this offer and supersedes all previous or contemporaneous oral or written representations, understandings or agreements relating to the subject matter of this offer between you and the Company or its affiliates.

To confirm your acceptance of employment with the Company, [subject to the above reference checks,] on the terms and conditions set out in this agreement, please sign and return one copy of this letter to us on your date of joining.

We hope that you will become a valuable member of our team and make a significant contribution to the organization. We look forward to working with you.

Sincerely,
For Franklin Templeton International Services India Pvt. Ltd.



Payal Malhotra
Head of Talent Acquisition – India

Acknowledgement
I confirm that I have read and fully understand the above terms and conditions. I confirm acceptance of this offer.

Name: Kandimalla Lahari

PAN Card No./Adhar Card No./Passport No.:

Date:

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
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Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

CONFIDENTIALITY AGREEMENT

June 20, 2022

Kandimalla Lahari
Hyderabad,

Dear Lahari,

For the purpose of this Agreement, the term "Confidential Information" shall mean and include information that is confidential and proprietary to the Company, which the Company has, will develop or compile, including, without limitation, all customer pricing information, profit and loss statements, the Company's or Employee's productivity data, financial models and computer software programs, source or object code, electronic trading platforms, Company's products, product information about traders and other customer representatives, trading records, client lists (including Employee's rolodex or other personal files), information about direct communication lines, line lists, screen systems and wiring instructions, Company's business prospects and opportunities (including the prospects and opportunities that Employee pursue on behalf of Company during the course of their employment with Company), all other information about any customer (including, without limitation volume discounts, details of trading volumes, details of discounts and operating costs, trading philosophy and trading patterns) to whom Company, its affiliates or their respective businesses provided services during your employment with Company and any other confidential or proprietary information of Company (hereinafter collectively, "Confidential Information").

PART 1 - EFFECTIVENESS

This Agreement shall become effective on the earlier of (i) the date of commencement of Employee's employment with the Company, or (ii) the date and time at which any Confidential Information was or is first disclosed to Employee.

PART 2 - PROTECTION OF COMPANY'S CONFIDENTIAL INFORMATION

2.1 Confidential Information

The Company has and will develop, compile and own certain proprietary techniques and confidential information, which have great value in its business. The Company may be disclosing Confidential Information to Employee in the course of his or her employment. Confidential Information includes not only information disclosed by the Company but also information developed or learned by Employee during the course of his or her employment with the Company. Confidential Information is to be broadly defined and includes all proprietary information which has or could have commercial value or other utility in the business in which the Company is engaged or contemplates engaging or the unauthorized disclosure of which could be detrimental to the interests of the Company, whether or not such information is identified as Confidential Information by the Company. By example all information concerning databases, source code, object code, assemblers, generators, compilers, subroutine libraries and other computer programs, products, processes, formulas, trade secrets, innovations, inventions, discoveries, improvements, techniques, research or development and test results, specifications, data, know-how formats, marketing plans,

business plans, strategies, forecasts, unpublished financial statement, budgets, projections, and customer and supplier identities, characteristics and agreements.

2.2 Protection of Confidential Information:

Employee agrees that at all times during or subsequent to his or her employment, he or she will hold in trust, keep confidential and not disclose to any third party or make any use of the Company's Confidential Information whether directly or indirectly, except for the benefit of the Company or any of its affiliates and in the course of his or her employment in the Company. Employee further agrees not to cause the transmission, removal or transport of Confidential Information from the Company's places or business or such other place of business specified by the Company, without prior written approval of the Management or such other authorized agent of the Company as designated in writing by the Management.

Employee also agrees that before, during and after his/her employment by Company, all Confidential Information will remain Company's property, and he/she must deliver any such Confidential Information in tangible or electronic form or copies thereof that are or may be in his/her possession or control to the Company upon the termination of their employment in accordance with this employment offer letter, or at any earlier time requested by the Company.

Employee agrees that all programs, systems, system specifications, flow diagrams, inventions, discoveries, improvements, processes, methods, practices, techniques, compounds, works-in-progress, formulae, data, derivative works, hardware, software, and other developments (hereinafter referred to as "Inventions") conceived, created, discovered or developed by the Employee, solely or jointly with others, during the term of its employment, and which are capable of being used in or relate to or affect any business of the Company (including any reasonably foreseeable evolution thereof), and any patents, copyrights, trademarks and other intellectual property resulting from or issued thereupon, shall be fully and promptly disclosed by the Employee to the Company and shall be the sole and absolute property of the Company free of any reserved or other rights of any kind on their part. To the extent that any such Invention shall be copyrightable in any jurisdiction, and to the extent that any such copyrightable Invention does not meet the standards for a "work made for hire" in any such jurisdiction, this Agreement shall be considered an assignment of such copyright to the Company. Employee agrees that at all times; any such Invention shall be Confidential Information, and thus subject to the terms of this employment agreement. Employee further agrees to and shall execute and promptly deliver to the Company all documents requested and deemed necessary by the Company to secure, register or record Company's ownership over such Invention (including any copyright or patent rights thereto) in any jurisdiction, without further compensation payable to the Employee but at the expense of the Company. Such documents shall be sufficient to convey, without limitation, title to the copyrights and to any patent rights available for any Inventions made.

2.3 The Employee agrees that this Agreement shall govern all the communications relating to Information between the parties hereto. The obligations set forth in this Agreement shall bind the parties from the date of disclosure of Information and such obligations shall survive the termination or earlier expiration of this Agreement.

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

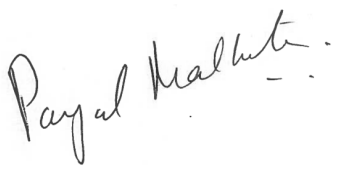
PART 3 - TERMINATION OF EMPLOYMENT

3.1 Delivery of Documents and Data Upon Termination of Employment: In the event of termination (voluntary or otherwise) of Employee's employment with the Company, Employee agrees, promptly and without request, to deliver to and inform the Company of all documents and data pertaining to his or her employment and the Company's Confidential Information, whether prepared by Employee or otherwise coming into his or her possession. Employee will not retain any written or other tangible material containing any information concerning or disclosing any other Company's Confidential Information.

3.2 Obligations of Employee Subsequent to Employment: In the event of termination (voluntary or otherwise) of Employee's employment with the Company, Employee agrees that he or she will protect the value of the Company's Confidential Information and prevent the misappropriation or disclosure thereof. Employee will not disclose or use to his or her benefit (or the benefit of any third party) or to the detriment of the Company any Confidential Information.

Please confirm your understanding and agreement to the above rules by signing below.

Sincerely,
For Franklin Templeton International Services India Pvt. Ltd.



Payal Malhotra
Head of Talent Acquisition – India

Acknowledgement
I confirm that I have read and fully understand the above terms and conditions. I confirm acceptance of this offer.

_____
Name: Kandimalla Lahari

PAN Card No./Adhar Card No./Passport No.:

Date:

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Annexure I

Name :	**Kandimalla Lahari**
Job Title :	Graduate Trainee Operations
ISC Title :	Graduate Trainee Operations

Compensation Break-Up

Component	Rs. Per Annum	Rs. Per Month
Basic	1,57,500	13,125
HRA	78,750	6,563
Special Allowance	6,000	500
Conveyance Allowance	39,600	3,300
Bouquet of Benefits for LTA, Meal Cards, Internet Reimbursement, Vehicle expense reimbursement for four-wheelers and Car Lease (Lease charges and Running and Maintenance charges) *	68,150	5,679
Gross Remuneration (including bouquet of benefits, conveyance and special allowance)	**3,50,000**	**29,167**
PF (Company Contribution)	21,600	1,800
Gratuity	7,576	631
*Discretionary Performance Bonus	52,500	-
CTC	**4,31,676**	**31,598**

In addition to these, you shall also be eligible for following benefits:

**Reimbursement of Interest on Soft Loan -- Loan limit - Up to	50,000
**Floater Medical Insurance Cover	5,00,000
**Life Insurance Coverage	10,50,000
**Accident Insurance Coverage (Up To)	10,50,000

If Vehicle Expense Reimbursement or Car Lease facility is provided to you, Conveyance Allowance will not be paid

* Illustrative Limits per annum as follows:
LTA – INR 100,000
Meal Cards – INR 22,200
Internet Reimbursement – INR 15,000
Vehicle Expense Reimbursement – INR 39,600
Car Lease – INR 1,000,000

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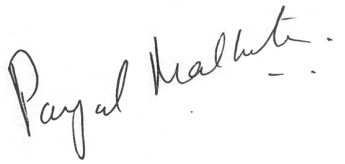
*Please check on your eligibility for Car Lease with your HR Consultant
**Discretionary Performance Bonus: Your discretionary performance bonus opportunity could range from 0 - 52,500 INR. Annual bonus awards are not guaranteed and are payable either fully in cash or in a combination of cash and equity. The form of payment can be changed at any time at the discretion of the Company. If the actual bonus amount is below USD 10,000; then payout is 100% cash.

Please read policy for further details. The Company reserves the right to amend or discontinue any or part of the benefits plan, to the extent allowed by applicable legislation without compensation for such amendment or discontinuance.

For FRANKLIN TEMPLETON INTERNATIONAL SERVICES (I) PVT. LTD:



Payal Malhotra
Head of Talent Acquisition – India

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Annexure II

1. Basic shall be used for calculating your Provident Fund Contribution, Gratuity, Leave Encashment and other related calculations as may be needed from time to time.

2. You will be paid House Rent Allowance with your monthly remuneration, which shall be 50% of your Basic. This component shall be taxed as per the Income Tax Rules of Govt. of India.

3. You may also have reimbursement components as explained in Annexure - 1. These amounts are payable to you as reimbursement on production of necessary bills/ documents and taxed as per the Income Tax rules of Govt. of India.

4. The Company will contribute 12% of your Basic (where Basic per month is less that Rs.15,000, on Basic and Allowances up to Rs. 15000 pm), towards the Provident Fund contribution as prescribed in Employees Provident Fund and Miscellaneous Provisions Act, 1952. An equal amount will be deducted from your monthly remuneration as your contribution towards the Provident Fund.

5. The company will make contributions to the Gratuity Trust as per the provisions of The Payment of Gratuity Act, 1972 and your eligibility to claim gratuity will be subject to the conditions mentioned in the Payment of Gratuity Act, 1972.

6. You will be covered under the Employees State Insurance Act (ESIC) if your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) earning is less than or equal to INR 21,000 (Twenty-one thousand rupees) per month. The total ESIC contribution will be 4.0% of your monthly gross remuneration (including bouquet of benefits, conveyance and special allowance) earning out of which employee (your) contribution will be 0.75% and employer (FT) contribution will be 3.25%.

7. On completion of six months with the company, you will also be eligible to apply for a soft loan. Your eligibility is defined in your CTC break-up. For the purpose of soft loan, the company has a tie–up with an external bank. However, the bank shall have the discretion to disburse the loan based upon your credit history and eligibility as defined by the bank. On disbursement of the loan, the entire EMI (Principal + Interest) shall be recovered from your CTC and paid to the bank. The company will pay back the interest portion to you as a taxable earning component with the same payroll. Refer policy document for more details.

8. You will be eligible to participate in the Franklin Templeton Employee Stock Investment Plan (ESIP). The Employee Stock Investment Plan (ESIP) provides employees the opportunity to purchase Franklin Resources, Inc. (BEN) common stock at a 15% discount off the fair market value through convenient payroll deductions. Employees may choose to contribute between 1-10% of their gross remuneration (including bouquet of benefits, conveyance and special allowance), but no more than USD 22,500 per plan year.

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9. As per the current insurance policy, the company shall cover you for life insurance amounting to thrice your annual gross remuneration (including bouquet of benefits, conveyance and special allowance). The premium for this shall be paid by the Company**.** Full cover over the Free Cover Limit will (Life Cover & Critical Illness Cover) commence only after completion & acceptance of the Underwriting Formalities by the insurance company.

10. You shall also be covered under Group Personal Accident Insurance Policy, upto three times your annual gross remuneration (including bouquet of benefits, conveyance and special allowance) as per the current insurance policy in place. The premium for this shall be paid by the company.

11. You, your spouse/partner, children between 0 to 21 years of age shall be covered under medical insurance coverage of upto Rs. 500,000 with a family floater plan. Your parents would be covered under the medical insurance after you complete two years in the company.

12. For Women employees:

    Pursuant to the Maternity Benefit (Amendment) Act, 2017 read in furtherance to the Maternity Benefit Act, 1961, should you be a female employee, you would be entitled to the following maternity benefits:

    - Maternity Leave:

    You shall be entitled to 26 weeks of paid maternity leave of which not more than 8 weeks can precede the date of your expected delivery. However, should you be having two or more surviving children, then your entitlement shall be limited to a benefit of 12 weeks of paid maternity leave of which not more than 6 weeks shall precede the date of expected delivery.

    - Work from home:

    You shall be allowed to work from home on such terms as may be mutually agreed to between you and the Company.

    - Adoption & Commissioning mothers

    If you were to legally adopt a child below the age of 3 years or if you were a commissioning mother, then you shall be entitled to maternity benefit for a period of 12 weeks from the date the child is handed over to you, as the case may be.

    - Crèche Facility:

    Women employees with children in Hyderabad, Chennai and Mumbai can avail daycare facility with FT empaneled day care service providers.

BAKELITE COATINGS & PAINTS (P) LTD
(A BAKELITE HYLAM GROUP COMPANY)
'Surya Towers', 3rd Floor, 'C' Block, 104, S.P. Road, Secunderabad - 500003
Tel: +91-40-27841104, Fax: +91-40-27841724
Website: http://www.bakelitehylam.com E-Mail: contact@bakelitehylam.com
CIN No. U74999AP2007PTC053943

June 3, 2022

Ms. Turkapally Nikitha,
8-2-269/19/420,Indiranagar,
Road No -2 ,Banjara Hills,
Hyderabad -500 034
Mobile no: 9393181314

Dear Ms. Nikitha,

APPOINTMENT

With reference to our discussions, we are pleased to appoint you as Trainee – Accounts with the company, w.e.f. June 3, 2022. with such responsibilities as may be laid down from time to time, on the following terms : You will be Trainee on Probation for a period of **ONE YEAR** from the date of Joining and on successful completion of training ,you will be fixed in suitable position.

1. You will be on consolidated pay of Rs. 22,500 PM(inclusive of conveyance of Rs2,500) , as per company rules and for meeting any specific requirements.
2. Your performance will be reviewed from time to time and growth opportunity will be available commensurate with your performance and skills. Notwithstanding the above, the Company reserves the right to terminate the employment at any time, without assigning any reason, by giving you notice of 30 days, if it is found that the service offered are not of adequate utility. Likewise, you can, if you so desire, terminate your arrangement with us by giving us one month notice during the period of probation and three months notice post confirmation, and we may at our option relieve you earlier with no payment being made for the curtailed notice period.
3. BCPPL is a manufacturing company making Textures & Paints and during the course of your employment, you will be exposed to various documents, confidential information etc., which have to be treated in strict confidence and not shared . You will ensure this confidentiality during your service and thereafter as the company is required to maintain strict confidentiality and growth opportunity will be available commensurate to your performance and skills.

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4. During your being with us, you shall not engage yourself in other service, occupation, trade or business and you will devote yourself fully to the work assigned for the duration of the employment.
5. Further by virtue of accepting this letter, you undertake to willingly work, cooperate, participate and directly contribute wherever required in constant efforts of the Company to economize and optimize the operations and whatever required shall undertake to retrain and reorient yourself to meet the specific needs of the time and situations in the business operations of the Company.
6. You will be called upon to perform such other duties or take on such other responsibilities in the interest of the Company's business and priorities, as may be assigned from time to time.
7. Your services may be transferred to any of the branches/plants / group companies, subject to your emoluments being maintained. You will initially be located at our above Office, but may be transferred as per company requirements, on the same terms, from time to time.
8. You will keep us informed of the changes in your residential address, telephone numbers/ family and / or any other relevant information.
9. You shall be governed by and shall be subject to the code of conduct, standing orders and such other rules, regulations and guidelines applicable to our company/ offices as amended or replaced and in force from time to time.
10. You shall not, during the continuance of your assignment with us and thereafter, disclose, divulge or cause to be communicated in any manner whatsoever, to any person, firm or body whatsoever, any information of any description acquired by you while in our services concerning the business, formulations, patents, production & quality control systems, manufacturing process, commercial practices, statistics, marketing information etc., of the Company or any of its associates, including customers and suppliers. It is understood and acknowledged that in view of such exposure to our know-how/processes and business IPRs, you will not serve any competing employer for a period of three years. Further you will not disclose the formulations, patents, production & quality control systems, manufacturing process, commercial practices, statistics, marketing information etc., of the Company or any of its associates, to any party without the prior written approval of the company, duly signed by a Director of the company.

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11. You shall not, during the continuance of your assignment, undertake or carry on or be connected in any manner whether directly or indirectly through any of your relations or association, in any other business, trade or profession whatsoever. You shall devote your whole time and attention of your assignment with us, for the duration of the assignment.
12. This order is subject to your not being a relative of any of our directors, as on the date of appointment. The age of retirement is 58 years.
13. The courts at Hyderabad will have the jurisdiction for any disputes between you and the Company.

Kindly indicate your acceptance of this offer by signing and returning a duplicate copy of this letter.

Thanking you,
Yours sincerely

NPS SHINH
DIRECTOR

I have carefully read and fully understood the terms and conditions and hereby accept the same

Signature : T. Nikitha

Joining on - 04/06/2022

(T Nikitha)

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Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

22nd Sept 2022

Rochelle Maria Pratap

12-5-9.Vinith Villa,Vijaypuri Colony,South Lallaguda,Tarnaka,Flat No-102

Dear Maria,

Sub: Appointment Letter

We are glad to offer you an appointment with **Synchrony International Services Pvt Ltd** as **Representative Customer Service** under the following terms and conditions:

TERMS AND CONDITIONS

1. Your fixed annual salary on joining will be **₹.300000/-** and this will include all allowances in accordance with the Company rules and as indicated in Annexure II. In addition to this, you shall also be entitled to the following as per Company Policy and rules as applicable
   - Medical insurance covering hospitalization expenses of up to ₹.2,50,000/- for you and up to three of your dependants
   - Personal Accident Insurance of up to ₹.6,00,000/- for you as per Company Policy and rules.
   - Group Term Life Insurance cover of **₹.10,00,000/-** during your tenure in Synchrony International Services Pvt Ltd.

   You are eligible for **Night Shift Allowance** depending on your working hours as per the Company's Night Shift Allowance policy in force.

   In addition, you will be reimbursed business related expenses in accordance with relevant company policies as applicable from time to time. The specific amounts for these expenses will depend on the nature and scope of your duties. The reimbursement amounts are subject to an on-going review and are dependent on the way Synchrony International Services Pvt Ltd chooses to administer compensation.

2. 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, conduct business. While on transfer you will be governed by the rules, regulations and conditions of service of that location.

3. The Company will be working 7 days a week, twenty-four hours a day. You will be expected to attend office except while travelling on business, as assigned to you by your superiors and as per applicable laws in force. You will be required to work 5 days a week and as per the shift timings scheduled for the role. Your daily working hours would be 9 hours including 1 hr break.

4. You will be on probation for a period of six months from the date of joining. At the end of probation period should your performance and behaviour meet the Company standards, your services will be confirmed in writing by the Company. During the probation period, either party may terminate this contract by giving 15 days' notice in writing in the manner referred to in clause 5 or payment of 15 days salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice and may at its sole discretion enforce the notice period
   Notice to terminate this contract will be accepted by the Company only when it is issued in a form wherein your identity is ascertainable (such as hard copy with official signatures). Notice of termination in electronic form where identity cannot be ascertained, such as SMS or personal email, or through oral communication shall not be accepted as adequate notice for the purposes of this agreement.

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5. Post confirmation, your services under this contract may be terminated by either party, giving a written notice of one month to the other party or on payment of salary in lieu thereof. However, the Company reserves the right not to accept payment in lieu of notice from you, and may at its sole discretion enforce the notice period.

6. You will be entitled to leaves as per Company leave policy. Accumulation/carry-forward of leave will be governed as per the existing Company policy in force

7. Absence for a continuous period of eight days without prior approval of your supervisor, (including overstay of leave/training), would be treated as abandonment of service and can lead to your services being terminated without notice. In such an eventuality, the Company reserves the right to recover from you, all expenses incurred with regard to any training and development, special education, up skilling or on the job training provided to you in the course of your employment with the Company.

8. You will automatically retire from service on attaining the age of 60 years.

   Whilst employed by the Company:

   8.1 You will not be permitted to undertake any other employment or engage in any external activities of a commercial nature without prior written approval.

   8.2 You will be required to effectively carry out all duties and responsibilities assigned to you by your manager and others authorized by the Company to assign such duties and responsibilities. Your performance will be subject to annual appraisal by your manager.

   8.3 All information that comes to your knowledge by reasons of your employment with the Company is deemed to be confidential. Except in the proper course of your employment, or, thereafter, you shall not divulge to any third party any information regarding the affairs or business matters of the Company or information regarding its customers without prior written approval of authorised person/s.

   8.4 For the benefit of Business requirement and its enhancement, the business reserves the right to evaluate/process/scrutinize employee's performance, and benchmarked performance numbers may be shared with other employees from time to time.

   8.5 You confirm that there is no litigation /conviction against you, before/by any Court of law, which involves any criminal offence or offences involving moral turpitude.

9. You confirm that you have fully disclosed all of your business interests in the Company, 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 SYNCHRONY INTERNATIONAL SERVICES PVT LTD and you or any immediate relatives. Also, you agree to disclose fully and immediately to the Company any such interests or circumstances which may arise during your employment.

10. You will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures. All acts subversive of good conduct and discipline would subject you to disciplinary action as per the Company policies.

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11. Upon separation from the Company, you will be required to immediately return to the Company, all assets and property (including any leased assets) of the Company including documents, files, books, papers, training material and memos whether in hard of soft copy which is in your possession or custody.

12. Any violation of the above mentioned or any other company procedures and policies would attract action as per company disciplinary policy in force, including and upto termination. In the event of termination by Management on account of breach of disciplinary policy, the Management will not be liable to pay notice pay.

13. All other terms and conditions of employment will be governed by Company policies as stated from time to time.

14. The address proof submitted by the employee and verified during background check will be considered as the correct address of the employee and the same will be used for all the official communication. Any change in such address has to be communicated by the employee to the HR department in writing.

15. If these terms and conditions are acceptable to you:
    (a) Please sign and return the duplicate of this Appointment Letter on or before 28th Sept 2022 and
    (b) Report for duty at the Company not later than 28th Sept 2022 failing either of which, this offer of appointment stands automatically withdrawn without any further notice to you.

16. You agree that the appropriate courts in Ranga Reddy District, Telangana, shall have exclusive jurisdiction over all disputes which may arise hereunder.

The terms of this offer including the compensation are intended to be kept strictly confidential.

"You hereby agree that this offer of employment and issue of an appointment letter to you shall be subject to SYNCHRONY FINANCIAL obtaining a clear and positive background check of yourself satisfying relevant criteria outlined by SYNCHRONY FINANCIAL (such as educational/technical qualifications, past work experience & positions held by you, previous salary, conduct etc). You further agree that SYNCHRONY FINANCIAL reserves the right to terminate the offer of employment, without further notice to you, if such clear and positive background check is not obtained in relation to you."

"You hereby also confirm that the application form, resume and all documents submitted by you to SYNCHRONY FINANCIAL are true and accurate, and should any part thereof be found to be false or inaccurate by SYNCHRONY FINANCIAL, then SYNCHRONY FINANCIAL reserves the right to terminate your employment immediately."

We welcome you and wish you every success in your career with SYNCHRONY INTERNATIONAL SERVICES PVT LTD.

With warm regards,

Kameswari

Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Rochelle Maria Pratap

Synchrony International Services Pvt. Ltd.
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ANNEXURE I

DOCUMENTS REQUIRED AT THE TIME OF JOINING

- Relieving Letter from last Employer, if applicable
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates (Xerox copies)
- Eight Recent Passport size Photographs
- Last Pay Slip drawn, if applicable
- Form 16 (1) (pertaining to Tax Deducted at source) from the previous employer, if applicable
- Photocopy of PAN Card & Aadhar Card
- Photocopy of the Appointment letter accepted and signed by you.
- Proof of identity (copy of passport/ driving license/ voter's ID card/ college exam admit card etc)

INFORMATION REQUIRED AT THE TIME OF JOINING

If applicable and already a member of a Provident Fund (PF) Scheme with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- Name and address of the PF Trust or the Regional Provident Fund
- PF Account No
- Social Security No (SSN), if allotted

If applicable and already a member of ESI Corporation with previous employer, then:

- Employer's name
- Dates of joining and leaving service with them
- ESI card

Mandatory Details:

Furnishing of employee Aadhar details which has date of birth on the face of the Aadhar is mandatory in order to generate provident fund Universal Account Number [UAN]. The EPFO portal will not allow employers to generate the UAN without Date of Birth registered with employee Aadhar. The name on the Aadhar should also match with the name on the records submitted by you. Hence, your employment offer with the organization is contingent upon furnishing these details without fail. The company will be well within its right to terminate the employment if the same is not furnished at the time accepting the offer or within 10 days of joining the company whichever is earlier.

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ANNEXURE II

Annual Earning Opportunity Breakup (in INR)			
Name:	**Rochelle Maria Pratap**		
	Earnings*	***Monthly***	***Annual***
	Basic	12,499	149,988
	HRA	7,499	89,993
	Special Allowance	52	621
	Employer Contribution to PF	1,500	17,999
	Gross Earnings (A)	**21,550**	**258,600**
	Bonus * (B)	1,250	15,000
	Meal Coupons	2,200	26,400
	Total CTC	**25,000**	**300,000**
Other Benefits*			
	Other Benefits (F):		
	Medical Insurance Coverage of 2,50,000 for Self & Dependents		14,000
	Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self		479
	Gratuity-cum-Life Insurance*****		7,211
	Free Transport		48,000
	Gym Subsidy		12,000
	Benefits Sub-Total		**81,690**
Total Earning Opportunity Per Annum			
	Total CTC+Benefits		***381,690***

Terms & Conditions (Important):

*The above mentioned Bonus includes Statutory Bonus (as per Payment of Bonus Act, 1965), if applicable.

****No money in lieu of Earnings In Kind will be paid if any of the benefits mentioned therein, is not availed

****Life Insurance Coverage of 10,00,000 & Disability Insurance Coverage of 6,00,000 for Self

*****Gratuity will be paid as per the Payment of Gratuity Act - 1972

All payments are subject to prevalent taxes and duties such as Employer Contribution to PF, Employees Contribution to PF, ESIC, PTAX, Income Tax and any other deductions as applicable.
Please note that your offer figure has been quoted corresponding to the Earning Opportunity at Maximum performance. It is important for you to note that you have an opportunity to earn less, basis on your individual performance.

HR Signature (Above) **Employee Signature (Above)**

Synchrony International Services Pvt. Ltd.
Regd Office: Building Parcel – 3, Knowledge City
Floors 2 to 5, Unit 2 and 3, Plot No.2
Survey no. 83/1, Phase – 1, Raidurg Village
Serilingampally, Hyderabad.
Telangana – 500081.
GST Details: 36AADCR9682D1Z3
CIN No. U72200 TG 2008PTC 088404,
T 91-040 6765 0000

Your salary components may be restructured in compliance with Code on Wages 2019 or such other applicable labour codes/law in force. The restructuring may result on your Net take home salary while cost to company remaining same.

"Additionally, on successful completion of probationary period of 6 months service with the Company, you will be eligible for Certification Reimbursement up to Rs 200,000/- (Two Lakh Only) as per the prevailing Company policy.

Please note in the event that you resign within 6 months from the date of certification reimbursement, or are serving notice of resignation, or you have been separated from the Company on grounds of non-compliance to applicable workplace policies and procedures, including integrity and upholding the Synchrony Financial values, you will have to pay up the amount equivalent to amount received on account of certification reimbursement (net of tax) to Synchrony Financial".

* A deduction of 12% of Basic salary shall be made for the employee's contribution to the Provident Fund. Company's contribution to Provident Fund does not appear on the Salary Slip as it is deposited in the Provident Fund directly with the EPFO.

Deductions:

1. Other statutory deductions like Income Tax, ESI (if applicable), professional tax, etc. would be made as per the applicable statutory regulations.
2. All calculations above do not take the effect of income tax into account

In addition to the above, you shall also be entitled to:

1) Performance bonus based on your and company performance in accordance with applicable policy.
2) Gratuity as per statutory provisions (15 days of last drawn monthly basic salary for each year of completed service) on completion of 5 years of service.

Note: You will need to produce bills for claiming tax benefit on medical reimbursement by the 5th of each month.



Kameswari G
VP, HR - Asia Diversity & Recruitment COE Leader

SYNCHRONY INTERNATIONAL SERVICES PVT LTD

Accepted and Agreed
Rochelle Maria Pratap

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

May 31, 2022
Mr. Sai Charan Aakash Kolati

3-117/22, Plot No:188.,
Bheem Reddy Nagar, Boduppal,
HYDERABAD- 500039 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 20, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 20, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Mr. Sai Charan Aakash Kolati

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated May 31, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from June 20, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**

ANNEXURE- II
Compensation Details

Name	**Sai Charan Aakash Kolati**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	14,850.00	178,200.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	18,150.00	217,800.00
BASE SALARY	**33,000.00**	**396,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		39,600.00
TOTAL EARNINGS (A+B+C)	**34,800.00**	**457,200.00**

For S&P Capital IQ (India) Pvt. Ltd



Authorized Signatory

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.
2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.
3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.
    - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
    - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
    - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.
4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."
5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.
6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.
7. All tax liabilities arising out of the compensation shall be borne by the employee.
8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.
9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.

111720044286

GreyCampus

Ref: GC-CR-2022-209

Dated: 27th October 2022

Dear Pingali Kalyan,

Subject: Offer of Appointment as "Associate-Operations"

We are pleased to offer you the promotion to the position of "*Associate-Operations*" in our company w.e.f "1st October 2022"

Remuneration and other terms:

a) You will be paid a CTC of Rs. 3,96,000/- (Rupees Three Lakhs Ninety-Six Thousand only) per annum.

b) The company may periodically modify any remuneration, benefit or facility that has been extended to you.

c) You will be entitled to leaves and other benefits as per the company policies.

d) Your services will be governed by the prevailing rules and regulations of the company and any future amendments made.

GreyCampus is a global education technology company helping professionals grow their career through upskilling and certification programs. We are based in India and the United States. We own and operate the brands of GreyCampus and OdinSchool, and offer programs in the areas of data science, full stack programming, project management, quality management, cloud technologies and more. We have been a winner in the Deloitte Tech Fast 50 India program 4 times in the last 7 years.

We look forward to working with you. Wishing you an exciting and rewarding career!

Yours Sincerely,

Vijay Pasupulati

VIJAY PASUPULATI
CEO

Candidate's Acceptance

I accept the above offer.

P. Kalyan

Name : Pingali Kalyan
Date : 28/10/22

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 1, 2022
Ms. Geetha Sannappagari

H.No10-26/29/9,
Medak-
502295 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 20, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 20, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

Geetha S
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In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Geetha Sannappagari



ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated June 1, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from June 20, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

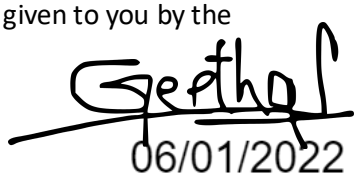
2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the



Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

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you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

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12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

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During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

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disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**



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ANNEXURE- II
Compensation Details

Name	**Geetha Sannappagari**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	14,850.00	178,200.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	18,150.00	217,800.00
BASE SALARY	**33,000.00**	**396,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		39,600.00
TOTAL EARNINGS (A+B+C)	**34,800.00**	**457,200.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

Geetha S
06/01/2022

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

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- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.



ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.

2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.

3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.

   - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
   - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
   - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.

4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."

5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.

6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.

7. All tax liabilities arising out of the compensation shall be borne by the employee.

8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.

9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.



06/01/2022

PrimEra
Dos Pou Sto

OFFER LETTER

25-May-2022

Dear **Arya Bhanu**,

With reference to your application for employment and subsequent interview you had with us, we are pleased to offer you employment as "**Associate"** in PrimEra Medical Technologies Pvt. Ltd.

1. Date and place of Joining:

You are expected to join on **30-May-2022 as** *agreed between both the parties*. You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.
Your place of posting will be at **Hyderabad.**

2. Salary:

Your CTC will be INR **350000**/- (**Rupees Three Lakh Fifty Thousand Only**) per Annum, including Gross Salary of INR **328400/-** per annum, the breakup of which will be as provided in Annexure A and subject to applicable taxes, payment of provident fund and other statutory deductions. .
However, the structure of your compensation may be altered / changed from time to time in line with the compensation policy and practices of the Company.

3. Offer Validity:

This offer of employment is valid for 24 hours from the date of intimation to you by any digitalized communication.

This letter of offer is based on the information furnished in your application and during the interviews you had with us. If, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

Kindly, refer to enclosed Annexure A for the terms and conditions of the offer.

With best wishes and looking forward to a mutually fruitful association.

Authorized Signatory
Name: Sridevi Menon
Designation: Human Resource Manager
Date: 25-May-2022

PrimEra
Dos Pou Sto

I declare and acknowledge that have read the Appointment letter and understood the content and obligation. I have signed this offer without any coercion and free of mind to accept the same.

Signature of Employee:
Date:
Place:
(Attach a valid document to verify the signature)

PrimEra
Dos Pou Sto

SALARY ANNEXURE

Name: Arya Bhanu
Designation: Associate

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Basic Pay	10947	131360
House Rent Allowance	4379	52544
Conveyance Allowance	1600	19200
Medical Allowance	1250	15000
Statutory Bonus	2000	24000
Special Allowance	7191	86296
Gross Salary	**27367**	**328400**
Statutory		
Provident Fund – Employer Contribution	**1800**	21600
ESI - Employer Contribution	0	0
Cost to the Company	**29167**	**350000**
Deductions		
Professional Tax	200	Per Month
Provident Fund – Employee Contribution	1800	Per Month
ESI - Employee Contribution	0	Per Month
Net Take Home (Excluding Applicable Taxes)	**25367**	Per Month

Meal Card	INR- 1100 Per Month	INR - 13,200 Per Annum

Notes:

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – Medical Insurance for self and spouse and 2 kids provided by company
   Accidental insurance for employees
   Reimbursements: Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/ Allowances/ Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
4. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.

PrimEra Medical Technologies Pvt. Ltd

Manager – Human Resource

SourceOne®

Source One Management Services Pvt. Ltd.
55/A, 1st Floor, Nanjappa Road, Shanthi Nagar
Bangalore - 560 027. Ph. : 080-67573962 Fax : 080-67586205
www.msourceone.com E-mail : sales@msourceone.com
CIN : U72200KA2005PTC036903



APPOINTMENT LETTER

24th November, 2022

Dear Anna Shruti Gratian,

We are pleased to offer you the position of Accounts Payable - PTP **at our client place Deloitte Consulting Pvt Ltd.** . Attached are the specific terms and conditions of our offer – please read these important details carefully, including your compensation and benefits detailed in Annexure I

Acceptance and Commencement:

Your appointment will be effective on your joining date, i.e **12th December, 2022.** Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative joining date, this offer will be withdrawn and standees cancelled.

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

Respond via email to dc.payroll@msourceone.com with your Appointment and to confirm your joining date. Please note that if you do not send your acceptance to this email ID,you will not be allowed to join on the joining date specified above.

- Any change of joining date must be sent to dc.payroll@msourceone.com at least 1 week in prior to your original joining date. The new joining dates would be no later than 5 days from the joining date specified above, in case the 5th day falls on a Saturday or Sunday or on a public Holiday the following working day will be considered as the revised joining date.

Corporate Office:
Source One Management Services Pvt Ltd
#55/A ,1st Floor , Nanjappa Road ,
Shanthinagar ,Bangalore – 560027 Karnataka
| India.

Scanned with OKEN Scanner

Name - Soma Varsha
UIDno - 111720044295

PrimEra
Dos Pou Sto

OFFER LETTER

25-May-2022

Dear **Varsha Soma,**

With reference to your application for employment and subsequent interview you had with us, we are pleased to offer you employment as **"Associate"** in PrimEra Medical Technologies Pvt. Ltd.

1. **Date and place of Joining:**
You are expected to join on **30-May-2022** as *agreed between both the parties*. You are required to complete the Joining Formalities and the documents required are mentioned in Annexure – A along with other Terms.
Your place of posting will be at **Hyderabad.**

2. **Salary:**
Your CTC will be INR **350000/- (Rupees Three Lakh Fifty Thousand Only)** per Annum, including Gross Salary of INR **328400/-** per annum, the breakup of which will be as provided in Annexure A and subject to applicable taxes, payment of provident fund and other statutory deductions. .
However, the structure of your compensation may be altered / changed from time to time in line with the compensation policy and practices of the Company.

3. **Offer Validity:**
This offer of employment is valid for 24 hours from the date of intimation to you by any digitalized communication.
This letter of offer is based on the information furnished in your application and during the interviews you had with us. if, at any time in future, it comes to light that any of this information is incorrect or any relevant information has been withheld, then your employment is liable to be terminated without notice.

Kindly, refer to enclosed Annexure A for the terms and conditions of the offer.

With best wishes and looking forward to a mutually fruitful association.

Authorized Signatory
Name: Sridevi Menon
Designation: Human Resource Manager
Date: 25-May-2022

PrimEra
Dos Pou Sto

SALARY ANNEXURE

Name: Varsha Soma
Designation: Associate

COMPENSATION DETAILS

Salary Components	INR - Monthly	INR - Annualized
Basic Pay	10947	131360
House Rent Allowance	4379	52544
Conveyance Allowance	1600	19200
Medical Allowance	1250	15000
Statutory Bonus	2000	24000
Special Allowance	7191	86296
Gross Salary	**27367**	**328400**
Statutory		
Provident Fund – Employer Contribution	**1800**	21600
ESI - Employer Contribution	0	0
Cost to the Company	**29167**	**350000**
Deductions		
Professional Tax	200	Per Month
Provident Fund – Employee Contribution	1800	Per Month
ESI - Employee Contribution	0	Per Month
Net Take Home (Excluding Applicable Taxes)	**25367**	Per Month

Meal Card	INR- 1100 Per Month	INR - 13,200 Per Annum

Notes:

1. Bonus/Statutory Bonus, if applicable as The Payment of Bonus Act, 1965, shall be paid in 12 equal monthly instalments in advance
2. Gratuity is applicable as per Payment of Gratuity Act 1972
3. Benefits – Medical Insurance for self and spouse and 2 kids provided by company
   Accidental insurance for employees
   Reimbursements: Travel, Relocation, Certifications, Trainings/ Cab Facility/ Meal Card/ Insurance/ Allowances/ Bonus are as part of the Company Policy in force from time to time and may be altered/modified at any time without any prior notice
4. All perquisites and benefits including reimbursements are subject to Income Tax provisions, which may be applicable, including taxation on perquisite value.

PrimEra Medical Technologies Pvt. Ltd

Manager – Human Resource

THOMSON REUTERS

PRIVATE AND CONFIDENTIAL

March 30, 2022

Tuniki Veena
Hyderabad

Dear Veena,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **May 16, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements:

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect; or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Tuniki Veena**
Business Title: **Associate Content Specialist**
Date:

THOMSON REUTERS

Annexure I - Total Rewards

Name: Tuniki Veena

Title: Associate Content Specialist

Reporting Manager: Radhika Thyagarajan

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

THOMSON REUTERS

Statutory Benefit

Gratuity:
Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

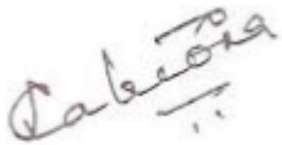
Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For **Thomson Reuters International Services Private Limited**,
(A Thomson Reuters Company)



Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Tuniki Veena
Date:

THOMSON REUTERS

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- Copy of Experience & Relieving letter from last employer (If applicable).
- Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).
- 3 Passport Size Photographs in White background.

THOMSON REUTERS

Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Tuniki Veena**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Tuniki Veena
Title: Associate Content Specialist
Date:

THOMSON REUTERS

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: Tuniki Veena
Date:

THOMSON REUTERS

UID :1117200 44302

PRIVATE AND CONFIDENTIAL

March 18, 2022

Sangina Moni Vanaja
Hyderabad

Dear Vanaja,

Thank you for your interest in associating with our organisation. We are pleased to confirm your selection for the **Associate Content Specialist** role.

Congratulations!

We are delighted to set out below the terms and conditions of your employment with the Thomson Reuters entity whose name appears on this letterhead Thomson Reuters International Services Private Limited.

1. Commencement Date:

Your employment with the Company commences on **June 1, 2022**.

2. Initial position, work description, Title Use and Work Base:

a. Your work base at commencement of your employment will be **Hyderabad**. Your reporting line, objectives, hours of work and other relevant details relating to the Position will be notified to you in due course. You will accept and abide by all lawful and reasonable instructions issued by any of your managers/ superiors. This may from time to time be revised by a written notice to you.

b. The Company reserves the right to redesignate or revise your Position or work description at any time by a written notice to you.

c. The Company may at any time transfer, second, depute or assign your services to any establishment or operation of the Company or any other Group Company or any successor company whether in India or abroad. Group Company means an entity that, from time to time, directly or indirectly controls, is controlled by, or is under common control with a party, or that is a successor (including, without limitation, by change of name, dissolution, merger, consolidation, reorganization, sale or other disposition) to any such entity or its business and assets. An entity will be deemed to control another entity if it has the power to direct or cause the direction of the management or policies of such entity, whether through the ownership of voting securities, by contract, or otherwise.

d. Where agreed by your reporting manager in writing and if permissible under applicable laws and regulations, the Company may permit you to use different titles or designations solely for external representation purposes for benefit of the company or the role. If that is the case, you agree that any such title shall not in any way deemed to operate as a modification of this letter, a change in your Position or otherwise entitle you to any additional benefits in relation to your employment.

3. Remuneration:

a. At the commencement of your employment, your remuneration will be as set out in the attached Annexure I.

b. Monthly or periodic components of your remuneration will be paid to you in accordance with the normal payment schedule for the time being applicable to the establishment of the Company.

Such payment shall be subject to deductions of applicable taxes, and other levies, contributions, etc. as per the relevant laws and contractual terms as may be applicable and amended from time to time. Your remuneration includes any amounts or components that law or regulation requires the Company to pay you as an employee (Statutory Payments). If the law revises the rates of any Statutory Payments or imposes an additional tax burden on the Company on the payment of any component of your Salary, the Company may revise the individual components of your remuneration such that the total amount of cost incurred by the Company on account of your remuneration continues to remain the same after revising the individual components.

c. The Company may at its sole discretion from time to time review your remuneration, normally once annually. Where the Company agrees to revise your remuneration, you will be notified of it in writing. Until the Company notifies you of a revision in your remuneration, the latest written communication to you giving details of your Salary shall apply. You agree that all such revisions shall be binding on you.

4. Probation:

a. Your appointment will be on probation for a period of six months (Probation Period). You will be advised in writing upon satisfactory completion of the Probation Period. If you receive no such communication, the Probation Period will be deemed to have been extended until the Company advises you in writing of confirmation in your appointment or notifying you otherwise.

b. The Company may terminate your employment by a prior written notice of at least 1 month (or payment of proportionate remuneration for any shortfall in the notice period) at any time during or at the end of the Probation Period without assigning any reason for such termination.

c. You may terminate your employment by giving the Company a prior written notice of at least 1 month at any time during the or at the end of the probation period.

5. Statutory Benefits:

a. Subject to clause above, you will be eligible to statutory benefits such as provident fund and gratuity, as detailed in the Memorandum **"Terms and Conditions of Employment"**, and under the relevant policy in force as revised and amended from time to time.

6. Leave:

a. You will be entitled to leave, in accordance with the policies of the Company for the time being in force. At the commencement of your employment, your leave entitlement will be as set out in the Memorandum **"Terms and Conditions of Employment"**.

7. Information Provided by You, Reference Checks, Background Check:

a. The information and documents submitted by you before the commencement of your employment (or subsequently) (including your resume, application forms, information specifically provided under clause 7(b), etc.) or at anytime thereafter form the basis of, as relevant, offering employment to you and continuation of your employment.

b. You have confirmed to the Company that you neither have any freelance, advisory, partner or any similar engagement contract with any third party nor have a business set-up that may give rise to a conflict with your employment or amounts to being in competition with Company's business, except your financial investment in a partnership firm (as a dormant partner)

involved in real estate activities without your involvement in running the partnership firm. You shall promptly inform the Company if any such work or business is conflicting with your employment or competes with the Company's business. If, in the reasonable opinion of the Company, such work or business you undertake gives rise to a conflict or is in competition to the Company's business, the Company may terminate your employment without further notice.

c. The Company reserves the right to make such inquiries, background or reference checks (including criminal background checks) as it considers necessary. By accepting employment: (i) you agree to the conduct of such checks including by way of engaging third party agencies to conduct such checks; and (ii) you consent to your personal details to be used for conducting such background checks (including providing them to the third party agencies solely for this purpose).

d. The commencement or continuation of your employment with the Company is contingent upon a background check and check of references satisfactory to the Company. Further, the Company shall have the right, and you hereby consent to such monitoring of your performance and your activities during the period of employment with the Company as the Company deems fit.

e. You shall submit to the Thomson Reuters Human Resource team a pre-approved document list as detailed in Annexure II to this letter of appointment and bring the appropriate documents with you on your first day of work. Failure to present this identification may result in, as relevant, a delay in the commencement date of your employment or termination of your employment.

8. Code of Conduct:

a. The Company is part of the Thomson Reuters group of companies and upholds the shared values and standards of ethics and conduct that apply generally across the Thomson Reuters group of companies. As an employee of a Thomson Reuters group company you shall uphold the Thomson Reuters Code of Business Conduct and Ethics and any other codes that the Company may from time to time notify as applying to its employees, including any modifications, alterations, additions, deletions or replacement of any of them at its sole discretion (together, Codes; each a Code).

The Codes are integral to the Company and are an important source of guidance to the Company's employees as to the standards of conduct expected of each of the Company's employees. While no document could possibly cover every question or circumstance with regard to your conduct and discipline as the Company's employee, the Codes provide guidance on some of the conduct issues that are critically important to us. Just as important, the Codes can help you identify when it's time to ask for guidance from your manager, a Thomson Reuters Human Resources business partner or a Thomson Reuters lawyer.

You may be asked for a written or signed acknowledgement for certain Codes. If so requested, please acknowledge that you have received access to and read those Codes and that you understand your obligations to comply with the Code. Regardless of whether you have provided such written or signed acceptance, you expressly agree that each of the Codes are binding on you and that it is important for you to comply with them at all times. If you have computer access, you will likely be able to submit your acknowledgement electronically. Information will be provided to you as to how to submit your electronic acknowledgement. If you do not have computer access, you should sign a copy of the acknowledgement form at the end of the Code and return it to your local Human Resources department.

b. The Company reserves the right to terminate your employment at any time if it does not receive your acknowledged, signed copy of any of the Codes. You acknowledge that non-compliance with any of the Codes may result in disciplinary action against you, including, where the Company considers necessary under the circumstances, termination of your employment.

9. Changes to the Terms and Conditions of Employment Applying to you:

a. You acknowledge that over a period of time, due to changes in the market conditions, business environment it will be necessary for the Company to make changes or modifications to (or replacement of) the terms and conditions of employment. The Company reserves the right to make changes or modifications to (or replacement of) any of the terms and conditions of your employment as the Company acting reasonably considers necessary in the context of changes in the business environment, market practices or other circumstances. Minor changes of detail (e.g. in procedures) may be made from time to time and will be effected by a general notice to employees.

b. You will normally be given not less than 15 (fifteen) days written notice before any significant changes are made to the terms and conditions of your employment and you hereby grant your express acceptance and readiness to comply Company rules, regulations and policies in existence together with any changes or modifications thereof from time to time.

10. Confidentiality:

a. You acknowledge that information of a confidential nature pertaining to the Company or any other Group Company may come into your possession or become otherwise known to you in the course of your employment. Such information may include (but is not limited to) trade secrets, know-how, business processes, product information, pricing, business strategy, customer lists, supplier terms and conditions, employment practices, employee particulars, etc. All such information is called Confidential Information.

b. You will keep confidential the Confidential Information and not use it for any purpose other than the performance of your duties as an employee of the Company. You will not disclose it to any third party, except to the extent necessary for the relevant third party to know in order for you to perform your duties as an employee of the Company, and provided you take appropriate and reasonable steps to make sure such third party understands the confidential nature of the Confidential Information and is appropriately bound by confidentiality obligations consistent with these terms or more stringent as the circumstances may warrant.

c. Confidentiality obligations set out in this clause 10 do not apply to information that the Company generally makes known to the public or otherwise comes into public domain through no fault of yours.

11. Intellectual Property Rights:

a. Your employment with the Company shall at all times be subject to your signing (and acting in a manner consistent with) an undertaking in favour of the Company vesting in the Company all intellectual property rights in the works created by you in accordance with the form attached to this letter as **Annexure IV**.

12. Termination:

a. Without limiting clause 4, the Company may at any time terminate your employment:

i. Without cause by giving you prior written notice of at least **60 days** (Notice Period) or paying you amount equivalent to the proportionate Payslip Total for any shortfall in the Notice Period.

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Payslip Total means the total gross monthly salary as shown on your latest salary slip provided by the Company to you (including taxable reimbursements) but excluding amounts payable upon retirement, your committed or discretionary bonus and any reimbursements.

ii. With immediate effect without any compensation by a written notice to you if:

A. You are (or the Company acting reasonably is of the view that you are) in material breach of the terms and conditions of your employment and the Code of Business Conduct and Ethics.

B. The Company, acting reasonably, is of the opinion that you have engaged in fraud, misconduct, material violations of any Policies (defined below) or have been grossly negligent or reckless in your conduct);

The Company at any time discovers that any information or document submitted by you is fraudulent, materially false or incorrect, or the Company following the conduct of background or reference checks referred to in Clause 7 or otherwise receives information or becomes aware of information concerning you which the Company, acting reasonably, considers to be materially detrimental to its interests should your employment continue.

iii. With immediate effect if for any reason you are considered no longer medically fit to perform your duties as an employee by a medical practitioner of the Company's choice or your absence from work due to medical reasons exceeds 2 months in any calendar year;

iv. By a written notice at any time during or at the end of the Probation Period without assigning any reason for such termination;

v. By a written notice, where in the event your appointment is made subject to your passing your educational qualification and you do not within the time limit stipulated to you by the Company produce a certificate of passing your educational qualification to the reasonable satisfaction of the Company, and

vi. With immediate effect if you are absent from work for a period of 8 working days without the written approval of your reporting manager (including where you overstay your leave/training).

b. Without limiting clause 4, you may terminate your employment without cause at any time by giving the Company a prior written notice of at least **60 days** (Notice Period Days).

c. Company reserves all rights to recover the shortfall of Notice period in the event of early relieving as per the request of the employee.

d. In the event of a notice for termination or notice of resignation being served in accordance with this Letter, notwithstanding the date of effectiveness of the dismissal or resignation, the Company shall have the right, at its sole option and discretion, to place you on garden leave from the date of the notice of termination or resignation until the expiry of the notice period ("Garden Leave Period), during which period you may be required not to come to the office, and cease to undertake work in the capacity of an employee of the Company. However, if required by the Company, you shall make yourself available for work during the Garden Leave Period, including for transition of your role and other work different from your normal duties.

You may not be engaged or employed by or take up any office or partnership in any other company, firm or business, or trade on your own account. In addition, you may not contact or attempt to contact any client, customer, supplier, agent, professional adviser, or any employee of the Company without the prior written permission of the Company. Salary and other contractual benefits shall continue to be paid during the Garden Leave Period, subject to you complying with the terms of your employment, and any other reasonable conditions that may be imposed by the Company.

13. Company Policies:

a. You acknowledge and agree that during the course of your employment you will be governed by the rules, policies, guidelines, codes and internal regulations as are for the time being in force (together, Policies). The key current Policies will be made available to you; however, you acknowledge that it is your responsibility to know and keep yourself updated of the Policies from time to time. Please get in touch with the relevant Human Resources team for assistance on where and how you may access the Policies.

b. You acknowledge that the Company continues to operate in a dynamic environment due to which it may from time to time be necessary for the Company to make changes to its Policies. You therefore acknowledge and agree that the Company may from time to time at its discretion revise, modify, add, delete or replace any of the Policies. You agree to be bound by all such changes.

14. Notice Pay Reimbursement (If applicable):

a. Where the Company reimburses to you any amount that you have to (or have had to) pay to your previous employer in lieu of any shortfall in your termination notice period with your previous employer (Notice Pay Reimbursement), you agree that: a. You are responsible to properly account for and pay any applicable statutory taxes or levies on such payment;

b. In the event of resigning voluntarily or getting terminated due to poor performance evaluation within one (1) year from the date of joining, the Company reserves the right to reclaim the reimbursed Notice Period Payment in full.

c. You authorise the Company to deduct any such recovery from the amounts that the Company may be obliged to pay you at the time of settling your dues following cessation of employment.

15. The terms of this letter is governed by, and shall be construed in accordance with the laws of India. Each Party consents to the exclusive jurisdiction and venue of courts in Mumbai for all matters arising out of or relating to this Letter.

16. Non-Solicitation:

a. You undertake that a period of six (6) months from the date of termination of service or expiry of services with the Company, you will not, whether directly or indirectly in any manner whatsoever, endeavour to solicit or entice away any person who is engaged with the Company, whether as an employee, consultant, adviser or in any other capacity. You also agree that in the event of your separation from the Company for whatever reason, for a period of one (1) year from the date of termination of services or expiry of services with the Company (except with the written approval of the Company), you will not solicit business in competition with the Company.

You will not divulge information of the Company to any third party/client of the Company neither will you in competition offer or supply products or services, which competes directly with those products or services offered by the Company or its group companies.

b. For a period of one (1) year from date of termination of services or expiry of services with the Company (except with the written approval of the Company) you will not be employed with or provide consultancy services directly or indirectly to a customer of the Company or to any of its group companies.

17. General:

a. Headers or titles are for the sake of convenience only and do not affect the construction or interpretation of your employment contract.

b. Where you wish to give notice to the Company you must send it to the Company's office located at the place where your manager is based with a copy to Human Resource team supporting your function. You agree that where we need to give you notice, the notice may be issued to you electronically or otherwise be sent to you at any of the last known contact address that you have provided to the Company. Either you or the Company may change the contact address for notices by a prior written notice to the other.

c. If the Company does not exercise a right, it does not mean that the Company has waived its right either in that instance or any subsequent instance.

We are excited about the many ways you will have opportunities to contribute to the success of the Company and look forward to your accepting employment with us. If you have queries, please do not hesitate to get in touch with the Talent Acquisition team member with whom you have been connected with.

Yours faithfully,
Thomson Reuters International Services Private Limited
(A Thomson Reuters Company)

Catriona Mackness
Director Regional HR, India

ACCEPTANCE

By signing below, I accept employment with the Company on the terms and conditions set out above and further agree that (a) it contains the terms of my employment with the Company including those set out in Annexure I to this letter of appointment, and the Memoranda "Terms And Conditions Of Employment - Components of C & B" and "General Policies Governing Employment", and as described further below in this document; and (b) these terms and conditions offer supersede any and all prior understandings, offers or agreements, whether oral or written.

Signature:
Name: **Sangina Moni Vanaja**
Business Title: **Associate Content Specialist**
Date:

THOMSON REUTERS

Annexure I - Total Rewards

Name: Sangina Moni Vanaja

Title: Associate Content Specialist

Reporting Manager: Liya Johney

Department: Operations Content

Base Pay (Total Fixed Pay)

Particular/Component: (Refer Components of the Total Rewards, Terms (a))	**Amount INR**
Basic (per annum)	**180,000**
Flexible pay (per annum)	**98,400**
Provident Fund (per annum)	**21,600**
Base Pay (Total Fixed Pay)	**300,000**

As per the Compensation structure, below two components would be part of Flexible Salary component and calculated as:

- House Rent Allowance: 40% of Basic Salary.
- Leave Travel allowance: 20% of Basic Salary or balancing amount, whichever is lower.

** Refer to the flexi pay document for more details

Variable Pay

Target bonus Annual Incentive Plan:

- Apart from the Base Pay (Total Fixed Pay) components as specified above, you are eligible to participate in our **Variable Pay AIP Plan**, subject to the criteria of the then applicable incentive plan of the company.
- This is a discretionary bonus plan based on Individual performance and Company performance with a payout of **6.00%** of the Base Pay (Total Fixed Pay). The potential variable pay amount INR **18,000** (An indicative amount only) on a full year basis
- Please note that the payout under this plan will always be according to the company's applicable incentive plan as may be revised and circulated every year.
- Should you be eligible to receive bonus under the Payment of Bonus Act, 1965 ("Bonus Act"), any variable pay amount as described in the paragraphs above will be deemed to be in lieu of bonus based on profits payable under the Bonus Act. If the variable pay amount payable to you, as described and calculated in the paragraphs above, is less than your entitlement under the Bonus Act, the differential amount shall separately be paid to you within the timelines set out under the Bonus Act.

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Statutory Benefit

Gratuity:

Subject to the below terms and conditions and the limits set out in the Payment of Gratuity Act, 1972 you shall be eligible for Gratuity Payment.

Please note that on becoming eligible for Gratuity (a) the maximum limit of Gratuity to be exempted from tax is with accordance to the law.(b) if the PGA changes such that any of the eligibility, limit or method of calculation of payment of gratuity is/are altered, then the Company from time to time reserves the right to revise the terms of payment of gratuity in accordance with its then applicable policies.

Additional Benefits

Shift Allowance:	Where applicable and the allowance is variable based on shift timings. The details provided in the Shift Allowance Policy
Group Mediclaim Insurance Policy (GMC):	Insurance cover: INR 500,000 p.a for spouse, two children and parents (Note: Maternity Benefit of INR 100, 000 for C-section and INR 75, 000 for Normal cases is included in the total Insured amount)
Group Term Life Insurance Policy (GTL):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employee's Group Personal accident insurance Policy (GPA)):	Sum Insured: 4 times of TFP (Total Fixed Pay)
Employees Depository Linked Insurance (EDLI):	Flat Sum Insured: INR. 702,000

The remuneration stated above is subject to the terms and conditions of your contract of employment of which this is a part.

Please refer the Flexi pay document to understand the terms & conditions

For Thomson Reuters International Services Private Limited,
(A Thomson Reuters Company)

Catriona Mackness
Director Regional HR, India

ACKNOWLEDGED AND AGREED

Signature:
Name: Sangina Moni Vanaja
Date:

THOMSON REUTERS

Annexure II

LIST OF DOCUMENTS TO BE SUBMITTED

- *Copy of Experience & Relieving letter from last employer (If applicable).*
- *Identity Proof for Bank Account Opening (Copy of passport, Pan Card, Driving License & Aadhar card).*
- *3 Passport Size Photographs in White background.*

THOMSON REUTERS

Annexure III

CONFIRMATION OF ACCEPTANCE OF TERMS AND CONDITIONS REGARDING COMPENSATION AND BENEFITS AND GENERAL EMPLOYMENT TERMS

I **Sangina Moni Vanaja**, hereby confirm that I acknowledge having received a copy of and agree to the contents of the following memorandum:

- Terms and Conditions of Employment & Flexi Pay Components.

I understand that this memorandum, together with any amendments and modifications thereto, shall be available on the intranet portal of the Company, available at **https://thehub.thomsonreuters.com**, and I further understand that it is my responsibility to check for any modifications or amendments to the memorandum mentioned above from time to time. Where such memorandum sets out terms and conditions, I agree that the Company may from time to time revise them and any such terms and conditions or their revisions will be binding on me. I agree to comply with them as are for the time being in force.

ACKNOWLEDGED AND AGREED

Signature:
Name: Sangina Moni Vanaja
Title: Associate Content Specialist
Date:

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: Sangina Moni Vanaja
Date:

UID :- 111720044304
K. Akhila Manasa

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serilingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44858888, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 6, 2022
Ms. Akhila Manasa Kurimeti

H.No:-24-144/5,
Vimaladevi nagar colony,
Malkajgiri, Hyderabad- 500047 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 27, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 27, 2022 (**"Date of Joining"**) and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

Akhila.
06/07/2022

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,

Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Akhila Manasa Kurimeti

Akhila.

06/07/2022

21 March 2022
A.Shirley Domnic
Subject: Offer of Employment

Dear **A.Shirley Domnic,**

On behalf of **alliantgroup India Talent Private Limited** (the "Employer") I am pleased to confirm our offer of employment to you as **"Associate – TAX Credits and Incentives"** based in **Hyderabad**. You have made a very favorable impression with everyone you met, and we are excited with the prospect of you joining our organization on **9 May 2022**.

Your immediate manager will communicate details of your roles and work responsibilities in the initial weeks of your joining the employer.

Your annual gross compensation is **INR 5,00,000 (Rupees Five Lakh Only)** and will be subject to statutory and other deductions as per Employer practices and policies.

Your employment with us will be governed by the Terms and Conditions of the Employment Agreement detailing compensation breakup and other employment details which will be provided on the day of joining the organization.

As a token of your acceptance of our offer please acknowledge indicating acceptance of our offer on email within Two days of the receipt of the letter after which period this offer shall lapse automatically. You will be required to sign the duplicate copy of the offer letter once the hard copy letter is available.

A.Shirley Domnic, everyone you have interviewed with joins me in extending you congratulations and warm regards. We look forward to you joining our team.

Sincerely,
For **alliantgroup India Talent Private Limited**



Authorized Signatory
Name & Date of Acceptance

Name		**A.Shirley Domnic**
Designation		**Associate – TAX Credits and Incentives**
Pay Components	**Annual Gross (INR)**	**Monthly Gross (INR)**
Basic	200,000	16,666
HRA	80,000	6,666
Other Allowances	198,400	16,535
PF Employer	21,600	1,800
TOTAL	**500,000**	**41,667**
Medical and Accident Insurance Policy will be provided as per Company norms		
A variable performance-based pay, as per company policy, will be applicable		

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

May 31, 2022
Ms. Sushma Pabbati

Plot No 12 GLR Enclave Pipeline Road
Jeedimetla,
Hyderabad - 500055 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: June 20, 2022

Your total earnings (Cost to company) is **Rs.457,200.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of June 20, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.



01/06/2022

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Ms. Sushma Pabbati



01/06/2022

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated May 31, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from June 20, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

P. Sushma
01/06/2022

Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which



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you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

P. Sushma

01/06/2022

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

P. Sushma

01/06/2022

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

P. Sushma

01/06/2022

disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**



01/06/2022

ANNEXURE- II
Compensation Details

Name	**Sushma Pabbati**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	14,850.00	178,200.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	18,150.00	217,800.00
BASE SALARY	**33,000.00**	**396,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,800.00	21,600.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		39,600.00
TOTAL EARNINGS (A+B+C)	**34,800.00**	**457,200.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

P. Sushma

01/06/2022

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

P. Sushma
01/06/2022

- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.



01/06/2022

ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.

2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.

3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.

   - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
   - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
   - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.

4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."

5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.

6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.

7. All tax liabilities arising out of the compensation shall be borne by the employee.

8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.

9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.



01/06/2022

cognizant

Ref No: 22759516
01-Nov-2022

Swathy A

Dear **Swathy,**

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Data** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad.**

Your annual total compensation will be **INR 240,000**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **02-Nov-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"),**

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: A. Swathy **Date:** 2-11-2022

UID: 111720044313

Kavita Rani Choudhary
111720044314

FRANKLIN TEMPLETON

Franklin Templeton International Services (India) Pvt. Ltd.
Franklin Templeton Park, Plot No. 18-23, Financial District,
Nanakramguda Village, Serilingampally Revenue Mandal,
Hyderabad, Telangana - 500 019.
Phone : +91-40-6697 1000, Fax: +91-40-6697 1010

Private and Confidential

Congratulations and a Warm Welcome!!!

June 20, 2022

Kavita Rani Choudhary
Hyderabad,

Dear Kavita,

It is our pleasure to offer you the position of **Graduate Trainee Operations**, Job Title of: **Graduate Trainee Operations** as per the terms and conditions as set out in this letter.

Appointment

You will be employed with Franklin Templeton International Services India Pvt. Ltd. (the "Company"), a subsidiary of Franklin Resources, Inc. (Franklin Resources, Inc. and its subsidiaries and affiliates (including the Company) shall hereinafter be collectively referred to as "Franklin").

This offer is valid till seven days from the date of issuance and in the event of your failure to join the services of the Company on or before **July 05, 2022** the offer and acceptance shall stand rescinded automatically without any further notice.

Confirmation of your appointment is subject to you producing your graduation certificate within three months from the date of this letter or such extended period as may be communicated by Franklin Templeton International Services (India) Pvt. Ltd., at its sole discretion and successful completion of probation period. Failure to adhere to this condition will result in automatic termination of your employment.

You shall perform duties as may, from time to time, be assigned to you by your supervisor and you shall comply with all reasonable directions of the Company. You will be working in the Hyderabad office of the Company. The Company reserves the right to assign, reassign, transfer or relocate you to other areas, departments or offices of Franklin on one or more occasions.

Your employment shall be in force till such time as may be determined by the terms of this Appointment Letter or any other policies that may be in force from time to time, or upon you reaching the age of retirement as per the Company's policy, whichever is earlier. For the purpose of this clause, the age of retirement is 60 years.

Probation

You will be on probation for a period of six months from the date of joining or passing your graduation exam whichever is later. During this period, your supervisor will regularly review and assess your performance. In the event that either you or the Company wishes to terminate your employment during the probationary period, either party may terminate this agreement by serving to the other party not less than one month's notice in writing or by making payment in lieu thereof. The Company reserves the right to extend the probationary period for better assessment of your performance and conduct.

S&P Global

S&P Capital IQ (India) Pvt. Ltd.
Survey No. 83/1, Floor No. 19, 20, 21, Sky View 10,
Knowledge City, Raidurgam Village,
Serlingampally Mandal, Hyderabad, Telangana-500081
Tel: +91-40-44668866, Fax: +91-40-23112133
CIN: U72200TG1994PTC018719
www.spglobal.com

OFFER LETTER
Private & Confidential

June 10, 2022
Mr. Kaushik Ravula

9-3-208,209,210 rezimental bazar
Secunderabad,
Hyderabad - 500010 India

We are pleased to offer you an employment opportunity as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd. ("Company"), Hyderabad.**

Job Grade: 7A

Segment: S&P Global Market Intelligence

Date of Joining: July 4, 2022

Your total earnings (Cost to company) is **Rs.484,680.00** (For details refer to Annexure-II and Addendum).

The terms and conditions of this offer are enclosed herewith in Annexure – I.

This offer is subject to (i) confirmation that you are legally authorized and available to work in your position at the agreed location on your start date of July 4, 2022 ("**Date of Joining**") and at all times thereafter; (ii) the successful verification of your background information; and (iii) you reporting to Company on the Date of Joining. The Company reserves the right to withdraw this offer at its sole discretion at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the joining conditions also include you being present to complete the 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 the Company and being able to receive Company property including the laptop as part of the induction and on-boarding process within the time period as stipulated by the Company to you. You will also need to complete related induction processes, which may be conducted remotely by the Company at its discretion. You will be required to provide requested personal information, education and employment documents as part of the onboarding process as intimated by the Company.

Please note all Company property including, but not limited to, the laptop, intellectual property, notes, reports etc., as may be provided to you are the property of the Company at all times and are to be used with utmost care.

You are requested to kindly acknowledge your acceptance of the offer letter (including the Annexures) by signing below and sharing digitally signed copy of the letter within 5 days of receipt. The terms set out in this offer letter are for your guidance and not necessarily exhaustive.

R. Kaushik
(11/06/2022)

In the event of any delay in your acceptance of this offer, the Company shall have the sole discretion to extend this offer and reserves the right to withdraw this offer at any time prior to the Date of Joining, including in case of any failure by you to comply with all conditions mentioned in this offer letter.

Please note that the contents of this offer letter are confidential and should not be used as a bargaining tool for negotiating employments with your existing employer or any other organization or prospective employer.

We're glad to have you on board and wish you a long, productive and satisfying career with us!

Thanking you,
Yours faithfully,



Authorized Signatory
For S&P Capital IQ (India) Pvt. Ltd

Acknowledgement/ Acceptance
I am very pleased to accept the position as **Data Researcher I** at **S&P Capital IQ (India) Pvt. Ltd.** Thank you for the opportunity. I will abide by the joining instructions and terms of the offer. I look forward to making a positive contribution to the organization.

Mr. Kaushik Ravula

R. Kaushik
(11/06/2022)

ANNEXURE – I

TERMS OF EMPLOYMENT

Further to the Offer Letter dated June 10, 2022, you hereby acknowledge and agree to abide by the below terms and conditions of employment ("Terms of Employment"), during your employment with the Company.

1. **Employment period and nature of employment:**
Your appointment is effective from July 4, 2022. The employment shall continue until the retirement age of 60 (Sixty) years or until the termination of employment by either party as per the provisions contained herein, whichever is earlier. Company reserves the right to re-designate or revise your position or work description or work location at any time, without stating any reason, by a written notice to you. has the sole discretion to modify the nature of your duties and powers as it may deem appropriate without assigning any reason and you will be expected to undertake all responsibilities that may be assigned to you by Company at any time. The nature of your employment will be "at will" and no fixed period of employment in Company is applicable to you. You will be a full-time employee of the Company.

2. **Company policies:**
In addition to these Terms of Employment, you shall abide by the Company's terms and conditions as stated in the associate handbook or any other policies or procedures communicated to you by Company, either orally or in writing. You hereby acknowledge and agree that you will be governed by the rules, policies, guidelines and internal regulations (together "**Policies**") and will complete all compliance and security training mandated by Company from time to time. Breach of any of the Policies would be treated as misconduct and you shall be liable for disciplinary proceedings, in the instance of such breach, upto and including termination of employment. In case of any conflict of this Terms of Employment, by interpretation or otherwise, with the Policies, the Policies of the Company shall prevail.

3. **Work location:**
Your initial posting will be at Hyderabad. Your duties may be varied from time to time and your services are liable to be transferred, seconded, deputed or assigned, either temporarily or permanently, to any one of our subsidiary/associated companies, other division/branch of Company or any third party, in India or abroad, at the entire discretion of the Company and for such period of time as Company deems appropriate. In the event of a transfer, you will be governed by the terms and conditions applicable to your category of employees at the place of transfer, unless otherwise specified in writing.

4. **Working Hours:**
The organization works 7 days a week, twenty-four hours a day. You will be expected to attend office and work during shift assigned to you by your manager 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. The normal working hours will be 45 hours per week but this may be varied from time to time, depending upon the exigencies of work and subject to applicable law.

5. **Notice period and Termination:**
Either party may terminate the Terms of Employment, by giving One Month notice in writing or payment of base salary in lieu of such notice period or any shortfall in such notice period at the discretion of your Manager / Company.

During the notice period, the Company reserves the right to require the Employee to serve full notice period and complete the assignment based on business needs. Any notice to be given to you by the

R. Kaushik
(11/06/2022)

Company shall be sent by email to your Company email address. Any notice to be given by you to the Company shall be in such manner as may be directed by the Company from time to time. In the event that are not accessing your Company email, the Company shall be entitled to send notice by courier or registered post acknowledgment due at such address as intimated by you to the Company. You will intimate in writing to the Company of any change of address within a week from the change of the same, failing which any communication sent to your last recorded address shall be deemed to have been served on you.

Upon termination of your employment pursuant to these Terms of Employment, all obligations pursuant which are intended to survive termination, shall survive the termination of these Terms of Employment for the time periods indicated therein and bind you, your heirs, executors, administrators, committees and trustees and will ensure to the benefit of Company, its successors and assigns.

You agree that in the case of retrenchment/termination, the principle of "last in first out" shall not be applicable to you. You further agree that the Company will not be required to offer you re-employment in any circumstance, should you resign or be retrenched/terminated by the Company.

6. Medical Fitness:

The Company may, at its sole discretion and costs, require you to undergo medical examination by a doctor of its choice, at the time of commencement of employment. In such case, the employment shall be subject to your being found medically fit by the examining doctor. Further, even though you may be declared medically fit by the doctor appointed by the Company at the commencement of employment, you shall, at any time in future be expected to undergo medical examination as may be required by us to ascertain the state of your health and medical fitness to carry out your responsibilities. If you are declared medically unfit on such medical examination, the Company shall be entitled to terminate your employment with effect from the date the Doctor appointed by us declares you medically unfit. In the event you refuse to subject yourself to such medical examination as required by us or fail thrice consecutively to physically present yourself before the Company engaged Doctor for medical examination, the same shall be considered as misconduct and appropriate disciplinary action shall be taken by the Company against you (including termination).

7. Confidentiality of compensation:

Compensation details (yours as well as of other employees of the company) is confidential information, you shall not disclose/discuss your compensation details with any other employee. If it comes to the notice of the management, it may result in disciplinary action, up to and including termination.

8. Behavior:

The Company believes that there should be no discrimination against any employee. Verbal, physical or sexual harassment shall not be tolerated. You shall be obligated to follow and comply with the terms of the Company's Policies on employee behavior and conduct (as amended from time to time) at all point in time during your employment with the Company.

9. No simultaneous employment:

While in the employment of the Company you will not, under any circumstances, be permitted to undertake any assignment, simultaneously engage in any other gainful or commercial activity (other than normally acceptable personal investment activity) or work for any other employer (company, firm, organization or persons) either whole-time or part-time, nor in any way be associated with any company, firm, organization or persons as Advisor, Director, Partner, whether paid or not for your services, without the prior written permission of the Company. In case this condition is contravened the same shall be considered as misconduct and you shall be liable to disciplinary action (including termination). Furthermore, you may not enter into any commitments or dealings on behalf of the Company for which

R. Kaushik
(11/06/2022)

you have no express authority, nor exceed the authority or discretion vested in you without the previous sanction of a duly authorized manager.

10. Leaves:

The leave accounting year is the calendar year January to December. There are 8 Categories of leaves as per the leave policy of the Company as applicable from time to time (Annual Leave, Sick Leave, Casual Leave, Paternity Leave, Maternity Leave, Adoption leave, Bereavement Leave and Leave without Pay). Further, you are entitled to receive statutory maternity benefits as provided in Annexure – III, if you are a woman employee of the Company.

11. Non – Disclosure:

You shall not during the terms of your employment with the Company or at any time thereafter, disclose to any person or use any Confidential Information, or permit any person to examine and / or make copies of any documents which contain or are derived from Confidential Information, whether prepared by you or otherwise coming into your possession or control without the prior written permission of the Company, except as required in the performance of your duties as an employee of the Company, in which case such disclosure will comply with all policies and procedures established by the Company from time to time regarding the disclosure of Confidential Information by employees. Secrecy as to the affairs of the Company: You shall not during the term of your employment with the Company or at any time thereafter, use or disclose to any other company, firm, institution or person any of the Secrets, business or affairs of the Company, or its clients without the prior consent of the Company. You shall not publish any book, booklet, brochure or pamphlet, or contribute any article to any newspaper or other publication whether for remuneration or otherwise, relating to the affairs of the Company, its clients or your work in the Company at any time. Further you shall not, without prior permission in writing and unless it is a part of your day to day work, take any papers, books, drawings, photographs, instruments, computer software materials, documents or any other property of the Company out of the work premises. Nor shall you in any way at any time disclose, divulge or make public any information or matter concerning the Company's or its client's business affairs, property, transactions under consideration (including the identities of other companies that are or may be parties to such transactions), methods of operation or other data processes, analytical methods, accounts, transactions, dealings, trade secrets of the Company or its clients whether the same may be confined in you or become known to you in the course of your employment with us or otherwise. "**Confidential Information**" is any information generated or obtained by the Employee during employment, which relates to the current or potential business of the Company, including but not limited to any and all records, data, notes, reports, proposals, lists, correspondence, specifications, drawings, blueprints, sketches, equipment, or any other documents or property, or reproductions of any of the aforementioned items provided to you pursuant to your employment with the Company or otherwise in the possession of the Company. You hereby confirm that you are in compliance and will continue to remain in compliance with all applicable third-party non-disclosure and confidentiality related obligations legally binding on you. You hereby confirm and promise that you have the right to make disclosures and use any ideas, processes, designs, methods, and know-how possessed prior to your employment with the Company, without any liability to others. You also agree that you will not disclose to the Company, its employees or use on the Company's behalf, any confidential information belonging to any third party, including but not limited to any of your previous employers. You also represent that you do not have any confidential documents or materials which belong to any third party, including but not limited to your previous employers and you agree not to bring any confidential materials or documents of such third party to the Company premises. You agree to immediately notify the Company upon you becoming aware of any violations of your present and / or continuing confidentiality and non-disclosure related obligations with both the Company and / or any of your previous employers.

R. Kaushik
(11/06/2022)

12. Trade Secrets:

Technology, methods of development, and manufacture; proprietary business information such as financial condition, bidding practices, costs, distributors, customer names and mailing lists, the identity of prospective customers, market studies; pricing studies, information and analysis, current and prospective business projections; business plans and strategies financial statements and information; special processes, procedures and services of the Company, processes, formulas, innovations, inventions, discoveries, improvements, research or development and test results, specifications, data, and know-how; marketing plans, business plans, strategies, forecasts, unpublished financial information, budgets, projections, product plans and pricing; and business policies and practices; Information received from others, that Company is obligated to treat as confidential or proprietary; personnel information, including organizational structure, salary, qualifications of employees, employee compensation plans, employee performance evaluations, employee telephone directories and employee benefits; customer and supplier information, including identities, product sales and purchase history or forecasts and agreements; and the Company's operating policies and procedures.

13. Intellectual Property:

You acknowledge and confirm that ownership of, and all right, title, and interest in, all work product, improvements, developments, discoveries, proprietary information, trademarks, trade names, logos, art work, slogans, know-how, processes, methods, trade secrets, source code, application development, designs, drawings, plans, business plans or models, blue prints (whether or not registrable and whether or not design rights subsist in them), utility models, works in which copyright may subsist (including computer software and preparatory and design materials thereof), inventions (whether patentable or not, and whether or not patent protection has been applied for or granted) hardware designs and configurations; software designs and programs; and discoveries, developments and writings and all other intellectual property throughout the world, in and for all languages, including but not limited to computer and human languages developed or created from time to time by or for the Company by you (the "**Intellectual Properties**") shall vest in the Company. You expressly agree that all Intellectual Properties created by you shall be under a contract of service, shall be deemed as "works for hire" under applicable intellectual property laws and shall be the exclusive property of the Company. You hereby assign all rights in relation to such intellectual property to the Company on a worldwide and perpetual basis at no costs and further agree to do all such acts to perfect such assignment to the Company. Such assignment shall not lapse if the Company has not exercised its rights under the assignment for a period of one (1) year from the date of the said assignment. You further acknowledge that the Company shall be the "first owner" of copyright in any original works of authorship made by you during your employment with the Company, in terms of Section 17 (c) of the Indian Copyrights Act, 1957, as amended from time to time.

14. Corrupt Practices:

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, give or pay to any person any money, Gratification or Valuable Thing of any kind (other than a legally acceptable, official and Company approved consideration) in order to induce or influence a Public Servant to do or forbear from doing any act in relation to the Company. The terms Public Servant, Gratification and Valuable Thing shall have the meaning assigned to them under the Prevention of Corruption Act, 1988.

It is clarified that you shall not pay any "speed money" or "facilitation payment" in order to quicken the process of any act that needs to be performed other than a purely legal remuneration paid to a service provider.

During the period that you are employed by the Company, you shall not, on behalf of the Company or on the pretext thereof, receive from any person (or arrange for some other person to so receive on your behalf) any money, Gratification or Valuable Thing of any kind as consideration in order to do or forbear from doing any act in relation to the Company.

R. Kaushik
(11/06/2022)

During your employment you shall not: (a) enter into any arrangement, contract or financial transaction on behalf of the Company with any relative or entity controlled or owned by a relative; (b) enter into such arrangement, contract or financial transaction with any person entity or organization for the benefit of some other person, entity or organization; or (c) claim any compensation/reimbursement or pay any amount on behalf of the Company for a purpose other than the purpose for which such amount is actually payable.

15. Privacy:

You will be providing to the Company certain information about yourself and your family, including personal information and sensitive personal data or information ("Personal Information"). You hereby agree that the Company may use and retain your Personal Information for a lawful purpose and to the extent deemed necessary by the Company in relation to your employment with the Company and for ancillary purposes.

You hereby also agree that the Company may transfer or disclose such Personal Information to such other agencies the Company may consider necessary, whether affiliates or otherwise and whether in India or otherwise. The Company may codify its policies relating to privacy in a privacy policy which it will provide to you and you hereby agree to the same.

The Company shall use reasonable security practices and procedures to safeguard your Personal Information. Notwithstanding anything contained herein, "Reasonable security practices and procedures" under section 43A Explanation (ii) of the Information Technology Act 2000 means such procedures that the Company shall implement and which may, in the Company's discretion, be intimated to you from time to time and you hereby agree to the same.

16. Handing over charge of Company's property on termination of employment:

You shall be bound at the termination of this employment, however terminated, to return to the Company all properties of the Company in your possession, including but not limited to all documents, papers or other material in your possession, or under your control which may contain or be derived from Confidential Information, together with all documents, notes or other work product which is connected with or derived from your services to the Company whether or not such material is at the date hereof in your possession. You shall have no proprietary interest in any work product developed or used by you and arising out of your employment by the Company. You shall, from time to time as may be requested by the Company, do all things which may be necessary to establish or document the Company's ownership of any such work product, including, but not limited to execution of appropriate copyright applications or assignments. If you fail to execute such documents, you hereby irrevocably appoint the Company as your attorney-in-fact for the sole purpose of executing such documents. In the event of your failure to return to the Company any of its property/asset you would be deemed to have committed the offense of criminal breach of trust and the Company shall be free to proceed against you in an appropriate forum, besides claiming liquidated damages for withholding Company property/assets in an unauthorized and illegal manner. The Company shall also have the right to deduct the monetary value of all such Company property/assets from your full and final settlement / employment dues and take such other action as the Company deems fit, in the event of your failure to account for / damage of the Company property/assets subject to applicable law.

17. Employer's Clients and Employees

If Employee's employment with Employer terminates for any reason, Employee shall not, for a period of one year from the date of termination, have any business dealings whatsoever, either directly or indirectly or through corporate entities or associates with any customer or client of Employer or its subsidiaries or any person or firm which has contacted or been contacted by Employer as a potential customer or client of Employer; and Employee shall keep in strictest confidence, both during Employee's employment and subsequent to termination of employment, and shall not during the period of employment or thereafter

R. Kaulik
(11/06/2022)

disclose or divulge to any person, firm or corporation, or use directly or indirectly, for Employee's own benefit or the benefit of others, any information which in good faith and good conscience ought to be treated as confidential information including, without limitation, information relating to the software developed by Employer, information as to sources of, and arrangements for, hardware supplied to customers or clients of Employer, submission and proposal procedures of Employer, customer or contact lists or any other Confidential Information. In addition, Employee shall not, for a period of one year from the date of termination, hire, interfere with, solicit, or endeavor to entice away from S&P Global and affiliates any person who was, to your knowledge, at the date of the termination of your employment, an employee of S&P Global and with whom, during the 24 months preceding the date of such termination, you had contact as a result of your employment with S&P Global.

18. Compensation:

The payment of all compensation shall be made in accordance with the relevant Policies of the Company in effect from time to time, including normal payroll practices, and shall be subject to income tax deductions at source, as applicable. You shall not be entitled to benefits other than what has been expressly stated in this letter. The compensation mentioned in the offer letter or any revised compensation communicated to you is provided on a gross basis. The Company makes no representation of any increase in compensation, either with regard to the quantum or duration of such increase in compensation. However, the Company will review your compensation periodically at the Company's sole discretion and will communicate any revised compensation to you.

19. Background Verification:

Background verification (Address, Criminal, and Education, Employment, Reference checks or any other check as required by the organization from time to time) are conducted for all employees at any time during employment with the Company. If the information provided by you is misrepresented, the Company would take appropriate action leading up to termination of employment.

20. Disclaimer:

Your appointment shall be deemed to have been made on the basis of the representations made or facts disclosed by in the application for recruitment or the forms filled at the time of appointment. You hereby also represent that all the contents of your resume, testimonials, references, application form, previous employment details and other information furnished by you are true and accurate. In case any fact or representation, at any time, is found to be wrong or is concealed, the same shall be held to be gross misconduct and the appointment shall stand invalidated and shall be deemed to have been cancelled automatically without notice or compensation in lieu thereof.

The Company's practices, Policies, benefits, and procedures are under review on an ongoing basis and may be modified, altered, or eliminated at any time with applicable notice to employees, at the Company's sole discretion.

21. Governing law and Jurisdiction

This document shall be governed by the laws of India and any disputes arising out of or related to this document shall be resolved by arbitration**.**

R. Kaushik
(11/06/2022)

ANNEXURE- II
Compensation Details

Name	**Kaushik Ravula**
Designation	**Data Researcher I**
Segment	**S&P Global Market Intelligence**

	Monthly (Rs.)	Annual (Rs.)
A. Earnings		
(i) Basic Salary 45% of Base Salary	15,750.00	189,000.00
(ii) Basket of Allowances (HRA, Leave Travel Allowance, Child Education Allowance, Academic Development, Meal Coupon, Gift Coupon, Telephone Reimbursement, Internet Reimbursement, Fuel & Maintenance, Driver Salary)	19,250.00	231,000.00
BASE SALARY	**35,000.00**	**420,000.00**
B. Retirement Benefits		
(i) Employer's Contribution to Provident Fund 12% of Basic Salary (plus other allowances, where applicable as per applicable law)	1,890.00	22,680.00
C. Additional Earnings		
(i) Variable Pay Target 10% Semi-Annual		42,000.00
TOTAL EARNINGS (A+B+C)	**36,890.00**	**484,680.00**

For S&P Capital IQ (India) Pvt. Ltd

Authorized Signatory

R. Kaushik
(11/06/2022)

ANNEXURE III: MATERNITY BENEFITS PROVIDED AS PER THE MATERNITY BENEFIT ACT, 1961

(FOR WOMEN EMPLOYEES ONLY)

The Company shall provide the following statutory maternity benefits for women employees, who have worked with the Company for at least 80 (eighty) days in the 12 (twelve) months immediately preceding the date of expected delivery, as enumerated herein.

- **Leave of Absence:** A pregnant woman employee can seek a leave of absence by giving a notice in writing to the Company stating the dates of her absence from work and such leave of absence shall not exceed a period of 6 (six) weeks.

- **Abstinence:** A pregnant woman employee can make a request to the Company seeking abstinence from performing any work which is likely to have an adverse effect on her health, or affect her pregnancy, for a period of 1 (one) month immediately prior to a period of 6 weeks prior to the date of her expected delivery, or for any period during the 6 weeks prior to the date of her expected delivery if the woman employee has not availed leave during these 6 weeks.

- **Paid Leave:** Eligible women employees can avail paid maternity leave up to 26 (twenty-six) weeks. Out of these 26 weeks, the woman employee has the option to avail paid maternity leave up to 8 (eight) weeks prior to the date of her expected delivery.

- **Mother of 2 or more children:** A woman employee, having two or more children, is entitled to paid maternity leave up to a period of only 12 (twelve) weeks, and out of these 12 weeks, the said woman employee has the option to seek paid maternity leave only up to 6 (six) weeks prior to the date of her expected delivery.

- **Additional Paid Leave:** Women employees can avail paid leave from the Company at the rate of maternity benefit, on production of relevant proof mandated by the Company:
  i. For miscarriage or medical termination of pregnancy – up to 6 (six) weeks immediately following the date of her miscarriage or medical termination of pregnancy.
  ii. For tubectomy operation – up to 2 (two) weeks immediately following the date of the operation.
  iii. For illness arising out of pregnancy/delivery/premature birth/medical termination of pregnancy/miscarriage/tubectomy operation – up to 1 (one) month.

- **Commissioning Mothers/Surrogacy:** "Commissioning Mother" means a biological mother who uses her egg to create an embryo implanted in any other woman. A woman employee who is a Commissioning Mother can avail paid maternity leave up to 12 (twelve) weeks, and the period of maternity leave will be calculated from the date on which the child is handed over to the Commissioning Mother.

- **Adoption:** A woman employee who has adopted a child below the age of 3 (three) months can avail paid maternity leave up to 12 (twelve) weeks. The period of maternity leave will be calculated from the date on which the child is handed over to the adoptive mother.

- **Crèche Facility:** The Company will provide crèche facilities and a woman employee will be allowed four visits in a day to the crèche. This would also include her interval for rest.

R. Kaushik
(11/06/2022)

- **Nursing Breaks:** A woman employee, having a child below the age of 15 (fifteen) months, will be allowed two breaks per day for nursing her child, and this would be in addition to her interval for rest.
- **Medical Bonus:** Every woman employee, who is entitled for maternity benefits, may receive a medical bonus of INR 3,500 (three thousand five hundred only), if the Company has not provided pre-natal and post-natal care, free of cost.
- **Work from Home:** An eligible woman employee has the option to work from home, if the nature of work assigned permits her to do so. This may be after availing the maternity benefit for such period and upon conditions mutually agreed between the Company and the said woman employee.
- **Posthumous award of benefits:** If the death of the woman employee occurs prior to her receipt of the benefits or amount due to her, the Company shall provide the due benefits or amount to her nominee or her legal representative.

R. Kaushik
(11/06/2022)

ADDENDUM

1. Company would be providing Provident Fund for all its employees at 12% of basic salary (plus other allowances, where applicable) in accordance with applicable law. All employees will need to make an equal contribution to the Provident Fund. Any additional voluntary provident fund contribution will be at the discretion of the employee.

2. You will be eligible for Company's Gratuity contribution as per the payment of Gratuity Act.

3. You and your family will be covered under a Group medical insurance cover and you will have a personal Accident cover and life insurance cover as per the policy applicable.

   - You and your family will be covered up to a sum of INR 7,00,000 under the Company's Medical Insurance policy (Parental claims at INR 5,00,000).
   - You will have a Personal accident cover of 60 times of monthly Base Salary, with a minimum sum insured limit of INR 20,00,000 as per the policy.
   - You will have a Life insurance cover of 36 times of monthly Base Salary, with a minimum sum insured limit of INR 10,00,000 as per the policy.

4. "You will be eligible to participate in company's S&P Global Market Intelligence Semi-Annual Plan with a target incentive opportunity of 10**%** of your base salary. Actual payment under the Plan, if any, will be based on the degree of achievement of the established company and/or business unit objective(s) and your individual performance and contribution. Your payment for the performance year will be pro-rated based on the number of months you have been employed with the company. Awards may be less than the communicated target and subject to your manager's assessment of your performance. Please note that target opportunities and eligibility are not commitments to pay any award as all payments under the plan are discretionary. To receive a payment, you must be an employee in good standing and be employed by S&P Global, or any of its business units, on the Plan payout date."

5. If your date of joining is prior to October 1, you will be eligible to participate in the Annual year end cycle for merit increment for the current year. Effective dates may change depending on the annual pay cycle.

6. Company follows a bi-annual performance bonus cycle; January- June and July-December. The cut-off date for the January-June cycle is 31st March and the cut-off date for July-December cycle is 30th September. You will qualify to participate in the performance bonus cycle if your date of joining is prior to the cut-off dates.

7. All tax liabilities arising out of the compensation shall be borne by the employee.

8. Company provides employees with tax exemptions to help them avail their compensation in the most tax efficient manner. These can be availed as per the tax regulations.

9. If the relocation benefits are being extended, the Company will reimburse for expenses incurred towards relocation as per terms and limits defined in the Domestic Relocation policy. You will be required to submit documentation of expenses incurred within three months from the date of relocation. If you voluntarily separate from Company employment or are terminated for cause within 12 months from the date of relocation, you agree to full restitution of this amount including the relocation allowance to Company. The amount can be adjusted at the time of seeking clearances or the Company will be entitled to deduct/adjust the amount in the full and final settlement.

R. Kaushik
(11/06/2022)

111720044317

Vaya
POWERING ASPIRATIONS

Employment Letter

10th May 2022

Sreeramoju Vaishnavi
2-212/1, Seetharampur
Karimnagar
Telangana - 505001

Dear Vaishnavi,

Subject: Offer Letter

Congratulations!

We are pleased to offer you the position of **Executive - Finance** based on your application and subsequent interview discussions with you. You will be designated as **Executive** and will be based at **Head Office - Hyderabad.** Your date of commencement of Employment will be on or before **01st June 2022** and the CTC offered to you is mentioned in the **"Annexure A"** attached along with this document.

A formal **"Appointment Letter"** detailing the terms and conditions of appointment will be issued on the day of your joining. Your employment would be subject to the Terms & Conditions, mentioned in your appointment letter, which will be issued to you on your joining.

Kindly sign a copy of this letter as a token of your acceptance of this offer.

Your offer stands valid only if you accept the offer on or before **11th May 2022.**

Please Note: This offer is conditional to your joining on the said date and any change in the date of joining requires consent from the Human Resources.

For **VAYA Finserv Private Limited**

VAYA FINSERV PVT LTD HYDERABAD

Aripirala Satyaprasad
Head - Human Resources

Acceptance:

Name:
Signature:

Vaya
POWERING ASPIRATIONS

Enclosed:

1. **Compensation Details (Annexure A)**

A. **FIXED COMPENSATION:**

Vaishnavi Sreeramoju		
Description	**Per Month (Rs.)**	**Per Annum (Rs.)**
Basic Salary	11,458	1,37,500
House Rent Allowance (HRA)	8,021	96,250
Bonus	2,063	24,750
Company's Contribution to PF	1,375	16,500
Annual Gross Compensation	**22,917**	**2,75,000**

List of Documents required during joining

A. Resume
B. Aadhar Card
C. PAN Card
D. Copies of Educational certificates (SSC to Highest Education)
E. Resignation acceptance of current organization
F. Relieving Letter and Experience Certificate from all the previous organizations
G. 3 passport size photographs (Recent)

For **VAYA Finserv Private Limited**

Acceptance:

VAYA FINSERV PVT LTD HYDERABAD

Aripirala Satyaprasad
Head - Human resources

enVista Consulting and
Innovative Technology
Services Pvt. Ltd
Premier Towers,
#302 & 402,
Sri Sai Nagar, Madhapur
Hyderabad – 500081.
Telangana.
India
Tel: 040-40247334
Fax: 317-208-9109

enVista®
enabling enterprise commerce™

August 8, 2022

Jyoshna D
Hyderabad

Dear Jyoshna,

On behalf of enVista Consulting and Innovative Technology Services Pvt. Ltd (the "Company" or "enVista"), I am pleased to offer you a position as "**Trainee - HR**" in our Shared Services, Vertical and confirm the terms of your employment offer.

1. **Position**. You will serve in as a Full-time employee in the capacity as **Trainee – HR** and report to **Clementina Julie – Sr. Manager** within enVista. Your immediate manager will communicate details of your role and work responsibilities in the initial weeks of your joining the Employer.

2. **Date of Joining**. With great confidence in your abilities and in consideration of enVista's business need, we request that you join enVista on **16th August 2022**. Any extension shall beapproved in writing failing which, the offer will lapse.

3. **Compensation**. Your Annual Ctc will be **·3,50,000/-** p.a, payable in accordance with the Company's standard payroll schedule, subject to all applicable withholdings required by law. Your salary for each subsequent year of employment will be determined by enVista, and is based on a performance review of your employment. You are also eligible to receive a performance linked variable bonus during your employment with enVista, subject to applicable withholdings required by law. The variable bonus opportunity could range from **0-10%** of your gross annual salary and in some situations, could exceed the payout range indicated. The availability, amount, and timing of this bonus shall be based on multiple factors, including but not limited to, your performance and the company's performance. **The details of your compensation breakdown are provided in the attached Annexure A.**

4. **Contingency Statement**. This offer is contingent on your prompt execution of the enclosed documents. In addition, the offer is contingent upon the successful completion of verification of previous employment, pay slips, credentials and a background check. By accepting this offer, you are giving consent to this background check against the credentials and information you provided to enVista.

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5. **Terms and Conditions**. Your employment will be governed by the rules, regulations, guidelines, policies, and practices of enVista which may be amended from time to time. Upon joining, you will be provided New Associate Orientation, a copy of the Associate Handbook, and other documents that govern your employment.

Jyoshna D, This offer letter, together with the Annexures described herein, and the Confidential Information, Non Solicit and Intellectual Property Rights Assignment Agreement (which you are required to sign upon joining), constitute the entire agreement between the partieswith 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 enVista or its affiliates.

Jyoshna D, we at enVista believe that you can play a vital role as we achieve our goal of providing dedicated, versatile professionals delivering quality solutions to our clients. We sincerely hope that you will find this offer attractive.

To accept our offer, you must review and complete, with your signature where called for, this offer letter.

This offer of employment will expire on 10th August 2022.

This offer package contains the following documents:

- This Offer of Employment Letter
- Annexure A
- Annexure B - Terms and Conditions

Sincerely,

Clementina Julie
Sr. Manager - HC
enVista Consulting & Innovative Technology Services Pvt. Ltd

Scanned by TapScanner

Annexure A

Salary Break up Sheet				
Name :	Jyoshna D	**Reporting**	Clementina Julie – Sr. Manager (HC)	
Designation:	Trainee - HR	**Vertical**	Shared Services	
COMPONENTS	**Frequency of payout**	**Monthly (Rs.)**	**Annual (Rs.)**	**Limits**
Base Pay		**22,365**	**2,68,383**	
Reimbursement Pay		**1,250**	**15,000**	
Gross Pay		**23,615**	**2,83,383**	
Fixed Components				
Basic Salary	Monthly - Payroll	11,183	1,34,192	50% of Base Pay
House Rent Allowance	Monthly - Payroll	4,473	53,677	40% on Basic Salary
Other (flexible) Allowance	Monthly - Payroll	7,960	95,515	Balance of all other components
Total Monthly Payroll (A)		**23,615**	**2,83,383**	
Optional (flexible) Components				
Leave Travel Assistance		-	-	One months Basic Salary
Telephone Reimbursements		-	-	Upto Rs. 3000 per month
Food Allowance	Monthly - Meal Vouchers	-	-	Rs. 2200 per month
Total Reimbursements (B)		**-**	**-**	
Total Gross Salary (A+B)		**23,615**	**2,83,383**	
Others Benefits -				
PF-Employer contribution	Monthly	1,800	21,600	12% on (Basic pay)
Gratuity	Separation	538	6,452	15 days basic - Payable at separation if service rendered more than 5 years
Group Mediclaim	Annual	1,250	15,000	For a family of Four Members(Self +Spouse+2 Children)
Group Personnel policy	Annual	100	1,200	for Sum Insured of 20 Lakh
Performance Linked variable pay	Annual	1,864	22,365	**Company discretion and performance
Total Others (C)		**5,551**	**66,617**	
CTC (A + B + C)		29,167	3,50,000	

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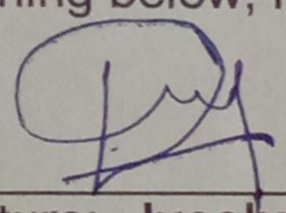
ANNEXURE B

Acceptance of the offer

I [Mr/Ms.] _____ acknowledge that I have read this offer letter of employment and agree with the terms and conditions and accept the offer with free consent. I will be joining enVista Consulting and Innovative Technology Services Private Limited on - _____.

I will furnish all the documents for your records on the mutually agreed upon start date.

By signing below, I agree to the terms set forth above.



_____

Signature: **Jyoshna D**

Place: Hyderabad

Date:

Documents to be submitted at time of joining

1. Photocopies of your education Certificates
2. Four Passport Size Photographs
3. The Relieving letter and recent original salary slip of your previous organization
4. Photocopy of Passport, Aadhar Card, Pan card
5. Form 16
6. UAN account number (EPF)

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1117200443 19
A. Vamshi Krishna

ASBL®
REALTY OF TOMORROW

OFFER LETTER

Date: 30th April 2022

To,
Mr. Achutha Vamsi Krishna,
12-10-590/129/5B,
Warasiguda,
Secunderbad Telangana-500061
Contact: 9550984308

Dear Vamsi Krishna,

Congratulations! Further to your application and subsequent discussions, we are delighted to offer you the position of **"Sales Executive"** at our organisation. The other terms and conditions are as follows,

Date of Joining:

Your Date of Joining will be on or before **16th August 2022**. If the Date of your Joining is revised and therefore is different from that mentioned in your Offer Letter, please note that, the company would issue to you a letter to this effect. This letter would be sent to you over email incase if your date of Joining has been revised and you have not received a letter from the company, please get in touch with HR department.

Probation and Confirmation

You will be required to serve a probationary period of 6 (Six) months from the date of your joining the organization. The Company reserves the absolute right to extend or shorten your probationary period. Your confirmation as a permanent employee is subject to satisfactory performance, good conduct and behavior and your adherence with the terms of this Appointment Letter and the policies and procedures of the Company.

Hours of Work

You will abide by the working hours and weekly offs of the organization. Whenever your posting is changed from one location to another, the rules and regulations of that location will be applicable to you.

Transfer

Your services are liable to be transferred at any time to any of its current and future business locations, units, departments, section offices or deputed to another organization with whom the organization may have to make any agreement or arrangement with. However, you will be entitled to the same salary or benefits on such transfer or deputation unless the Company decides otherwise.

ASBL®
REALTY OF TOMORROW

Compensation and Benefits

I. Your Annual Fixed Compensation (CTC) will be **INR 4 Lacs /- (Rupees Four Lakhs Only).**

Components	Annual	Monthly
Basic	1,88,300	15,692
HRA	75,320	6,277
Gratuity	9,053	754
Bonus	15,658	1,307
Special Allowance	88,242	7,353
Gross salary	**3,76,600**	**31,383**
Employer Contributions		
Employer Provident Fund	23,400	1,950
Employer ESI Contribution		
Cost to Company	**400,000**	**33,333**

II. Additional to your Fixed CTC you shall be payable Sale based Incentive.

Note: Your Salary details are strictly private and confidential; details in this letter must not be disclosed and discussed to others.

Your income shall be subject to deduction of all applicable taxes as per the Income Tax Rules and other Taxes of the Government of India.

Insurance

You will be eligible to participate in a Group Health Insurance Scheme after your confirmation as a permanent employee of the Company. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Termination:

You may terminate your employment with the Company by issuing the notice of termination with Two months' notice in writing without assigning any reason.

In case of termination of services, you are required to successfully serve the notice period, duly handover your duties and responsibilities and complete the Exit Clearance process in order to collect the applicable dues and certificates.

Double Employment Prohibition:

During your employment with the Company, you will diligently and loyally devote your full attention and skills, time, energies, and best efforts exclusively to the affairs of the Company and will endeavor to promote and advance the interests of the Company. You will under no circumstances make available your services (part time or otherwise) to any undertaking, or work on advisory capacity or have any interest directly or indirectly in any other undertaking or activity or business (including any trade, business, firm, company or organization), during your employment with the Company, without first obtaining the written consent of the Company, provided that the restriction in this Clause shall not apply:

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REALTY OF TOMORROW

(a) to you continuing to hold any shares in any listed Company held by you at the date of commencement of your employment with the Company;

(b) to charitable work done outside business hours; or

(c) to the holding of non-Employee positions in non-competing businesses where the consent in writing of the Company has first been obtained, provided that such interests are declared to the Company and that they do not impact upon the proper performance of the Employee's duties hereunder.

Confidentiality of Information and Assets

1. You must always maintain the highest degree of confidentiality and keep as confidential the records, documents and other Confidential Information (defined in Confidentiality and Non-Disclosure Undertaking) relating to the business of the Company which may be known to you or confided in you by any means and you will use such records, documents and information only in a duly authorized manner in the interest of the Company.
2. At no time, will you remove any Confidential Information from the office without permission. Your duty to safeguard and not disclose Confidential Information will survive the expiration or termination of this appointment letter and/or your employment with the Company.
3. The terms of Confidentiality and Non-Disclosure are as set out in the "Confidentiality and Non-Disclosure Undertaking" are deemed to have been incorporated in appointment letter and shall be summarily applicable to your employment with the Company.
4. Breach of the conditions of this clause or the Confidentiality and Non-Disclosure Undertaking will render you liable to summary dismissal under the clause, in addition to any other action the Company chooses to initiate against you in law.

As a member of ASBL Team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the products, actions, advice and results that you provide as a representative of our organisation. 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 that, you will find this new opportunity both challenging and rewarding.

Welcome to **"Team ASBL"**, and we hope you have great time in reaching your true potential.

Regards,

Sincerely yours,

For Ashoka Builders India Private Ltd,

ASHOKA BUILDERS INDIA PRIVATE LIMITED Hyderabad

Authorised Signatory.

Vamshi

Acceptance Signature

Name & Date:

Sai Make it better together

Ref: OL/2022-23/106
26 April 2022

E SANDHYA RANI
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear E SANDHYA RANI,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

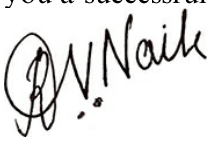
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **25 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **Thulasi Gudavalli** on **7995111763** or mail to **thulasi.g@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.



Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

Sai Make it better together

ANNEXURE I	
Name of the Associate	E SANDHYA RANI
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Ref: OL/2022-23/106
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.E SANDHYA RANI and send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus, Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Paste Recent Photo

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: Thulasi Gudavalli
HR Email ID: thulasi.g@sailife.com

For Sai Life Sciences

Authorized Signatory

This is Computer generated Sheet and signature not required

Symphony
PHARMA LIFE SCIENCES
Chemistry for Humanity

To,
Ms. T. SWATHI
Keshavaram, Medchal
13th October 2022

Dear Swathi,
Sub – Your Selection as "Trainee Chemist"

This has reference to the interview and discussions you had with. We are pleased to select you as a **"Trainee Chemist"** in **Analytical Research & Development Department** in our organization on the following terms and conditions.

1. You will be on training for period of One year.
2. Your CTC will be Rs.2,16,000/- (Rupees Two Lakhs Sixteen Thousand only) per annum, which is inclusive of all perquisites. A detailed CTC break-up will be issued at the time of joining.
3. Your performance will be reviewed from time to time during the training period. Your services are liable for termination at any time if your performance, behavior, and attendance are not found to be satisfactory.
4. After completing One year training you may be consider for position of **"Research Chemist"** with probation based on your performance.
5. You are also required to enter a service bond for a period of TWO years since your date of joining.
6. You are advised to locate yourself nearest to the company.
7. You are expected to put in good number of working hours for better learning.
8. Please contact HR department for additional terms and benefits.
9. You are requested to bring the following documents in the original at the time of reporting for duty.

    a. Proof of date of birth
    b. Pass Certificates
    c. Three passport size photographs.
    d. Addar Card & PAN Card
    e. Covid Vaccination Completion Certificate 1 Dose / 2 Dose

Please confirm our offer and let us know your exact date of joining, which should be on or before 10th November, 2022, failing which this offer of appointment stands withdrawn.

Kindly note that this offer is confidential.

We welcome you to join the Symphony family. Wishing you the very best

Yours Truly

Dr. S. Raju
Chief Operating Officer

Symphony Pharma Life Sciences Pvt. Ltd. ★ Hyderabad

Make it better together

Ref: OL/2022-23/103
26 April 2022

Marri Pavan Kumar Reddy
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear Marri Pavan Kumar Reddy,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **25 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **Thulasi Gudavalli** on **7995111763** or mail to **thulasi.g@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.

Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

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better
together

ANNEXURE I

Name of the Associate	Marri Pavan Kumar Reddy
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

Sai Make it better together

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

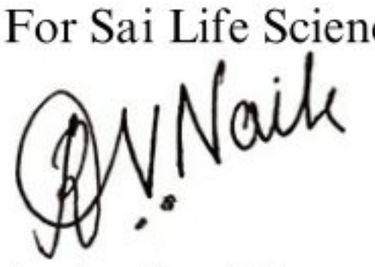
- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Make it better together

Ref: OL/2022-23/103
Dear SRL Team,

Paste Recent Photo

Kindly conduct the pre-employment medical test for Mr.Marri Pavan Kumar Reddy and
send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus,
Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: Thulasi Gudavalli
HR Email ID: thulasi.g@sailife.com

For Sai Life Sciences

Authorized Signatory

This is Computer generated Sheet and signature not required

Dear Chennuri Kavya,

Congratulations! Based on our interaction with you, we are pleased to offer you a position of Technical Trainee at work level TT.

Your Target Total Compensation, including benefits, will be ₹ 2,60,000 (Rupees Two Lakh Sixty Thousand only) per annum.

The details of your compensation break-up is provided below.

You will be entitled to benefits as are generally extended to the employees of Dr. Reddy's at your work level.

SALARY COMPONENTS	Per Month (INR)	Per Annum (INR)
Basic	15,000	1,80,000
House Rent Allowance	3,467	41,600
Bonus / Ex-Gratia	700	8,400
Statutory Monthly Interim Bonus	700	8,400
Total Guaranteed Compensation	**19,867**	**2,38,400**
Provident Fund	1,800	21,600
Total Fixed Compensation	**21,667**	**2,60,000**
Target Total Compensation		2,60,000
Gratuity	722	8,658
GTLI		1,593
GPA		107
ESI Contribution		8,450
Sub Total		18,808
Target Total Cost to Company		2,78,808

If you have any clarification on the offer, please feel free to discuss the same with me.

As a token of acceptance of our offer, please send us a confirmation email within one working day, failing which, this offer will stand automatically withdrawn. For any assistance you may need during your transition process please reach out to us at welcome@drreddys.com, 07947171717 - Dial ext 1 for non-field roles & ext 2 for Field roles

Note:

- Any clarification regarding compensation details may be discussed only with the authorised undersigned.
- To know more about Dr. Reddy's please visit us at www.drreddys.com
- The final offer will be subject to scoring a minimum of 60% across 10th, 12th, UG and PG as applicable.

We are glad to have you join us in this journey.

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad – 500 034, Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email: mail@drreddys.com. www.drreddys.com

Good Health Can't Wait.

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad – 500 034, Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email: mail@drreddys.com. www.drreddys.com

Good Health Can't Wait.

Sai Make it better together

Ref: OL/2022-23/1600
15 February 2023

Kallem Madhavi
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear Kallem Madhavi,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department, **Med Chemistry** Business Unit at **"Shameerpet, Telangana"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 3,00,000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis (after the end of Each Financial Year) subject to your being on rolls of the Organization on 31st March, for that Financial Year. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV) clear report.** Your acceptance of this offer shall be considered as your permission to conduct BGV through a third party. The Offer is subject to the data/documents/information provided by you during the Interview/Selection process, being true.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Upon acceptance of this offer, you shall receive an Onboarding Link on your email. As a part of onboarding process, you are required to upload all the following documents/certificates. The Onboarding should be completed minimum 5days prior to your Date of Joining**
    - Aadhaar Card
    - PAN Card
    - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
    - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
    - Last three months' Pay Slips from the latest/previous employer and Increment Letter, if Applicable.
    - Passport size photograph
    - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
    - Last 6 months bank statement of the salary account.

Please get a photocopy of the following documents on the day of joining;

- Offer Letter

- If you already have an account with HDFC / SBI / ICICI / Indus Ind / Standard Chartered, please provide Cancelled Cheque (with Printed name) / Bank Statement for preferred Salary Account.
- Aadhaar, PAN and 4 Passport Size Photographs, if you do not have an account with the above-mentioned Banks. We shall help you with opening an account with one of these Banks.
- **Relieving/Service Letter of the Last Organization worked if applicable.**

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.

You are hereby requested to confirm the date of joining along with a copy of your resignation to the current employer, within 10 working days from the date of offer after the completion of pre-employment medical check-up.

This Offer is valid till **10 July 2023**. If you are unable to join on the specified date, then this offer shall be automatically withdrawn. Incase of any changes pertaining to your Date of Joining, you are requested to consult your respective recruiter, these changes are subject to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please note that you must not directly report to any of the Sai units for Joining, without prior confirmation by the recruiter.

Please feel free to contact **M. Sushmitha** on **7337212207** or mail to **sushmitha.m@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.

Yours Sincerely,

Rajesh Vinodrai Naik
Senior Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

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ANNEXURE I	
Name of the Associate	Kallem Madhavi
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	3,00,000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	2,00,000	16,667
Special Allowance	42,400	3,533
Bonus	36,000	3,000
Total A	**2,78,400**	**23,200**
B Annual Benefit		
Provident Fund	21,600	1,800
Grand Total	**3,00,000**	

Sai Make it better together

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this letter, to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences

Authorized Signatory

Ref: OL/2022-23/1600
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.Kallem Madhavi.
Share the soft copy of the report with us and send hard copy to Our Address:
Sai Life Sciences Limited, 4th Floor, SLN Terminus, Gachibowli,
Hyderabad – 500034.

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: M. Sushmitha
HR Email ID: sushmitha.m@sailife.com

For Sai Life Sciences



Authorized Signatory

This is Computer generated Sheet and signature not required

Sai Make it better together

Ref: OL/2022-23/81
21 April 2022

Kusuma Shiva Sai
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear Kusuma Shiva Sai,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

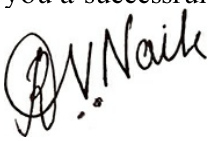
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **04 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **M Malavika** on **7358762281** or mail to **malavika.m@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.



Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

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ANNEXURE I	
Name of the Associate	Kusuma Shiva Sai
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Ref: OL/2022-23/81
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.Kusuma Shiva Sai and send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus,
Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Paste Recent Photo

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: M Malavika
HR Email ID: malavika.m@sailife.com

For Sai Life Sciences

Authorized Signatory

This is Computer generated Sheet and signature not required

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

December 21, 2022

To
Ms Konda Aparna,
Rentachintala,
Guntur,
Andhra Pradesh - 522421

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 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 three years, i.e., period commencing from **December 26, 2022** and ending on **December 25, 2025**. 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. The period of training may be extended if your performance found not satisfactory. After successful completion of training period, you will be designated as Senior Chemist.

Salary: Annual Gross Salary of Rs.2,40,000/- 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 8:00 A.M. to 5:15P.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 December 26, 2022.

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. Mahendar Gantala – Associate Director – Synthesis R&D**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D., FRSC
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure-I

SALARY STRUCTURING FOR FINANCIAL YEAR 2022-2023			
	Name	Ms. K Aparna	
	Designation	Trainee Chemist	
	Qualification	M. Sc	
Compensation Structuring	**Input Sheet**	**Proposed Structure**	
		Per Annum	**Per Month**
Salary Break-up:			
Basic Salary	45% of Base Salary	1,08,000	9,000
House Rent Allowance	40% of Basic Salary	43,200	3,600
Medical Reimbursement	Fixed	15,000	1,250
Children Education Allowance	Fixed	1,200	100
Leave Travel Allowance	Fixed		-
Special Allowance	Fixed	72,600	6,050
Cost to the Company		**2,40,000**	**20,000**
GMC (Self, Spouse, Children & Parents)- Rs.5 Lakhs , GPA & GTLI (for self) - Rs.25 Lakhs coverage.		32,525	2,010
PF 12% Employer Contribution	On Basic Salary	12,960	1080
ESI 3.25% of gross ER Contribution	On Gross Salary	7,800	650
Food	Free of Charge	-	-
Transport	Free of Charge	-	-
Total Cost to Company		**2,93,285**	**23,740**
Deductions from Salary:			
PF 12% on Basic Salary			1080
Professional Tax			-
ESI 0.75% of gross EE Contribution			150
Total Deductions			**1230**
Net Salary			**18,770**
Local Stay Allowance (If Employee Stays in Turkapally)		30,000	2,500

Note: Income tax as applicable will be deducted from the monthly salary.

30-12-2022
Lakshmi Manasa Puchakayala

OFFER OF APPOINTMENT

Dear Lakshmi Manasa Puchakayala,

This has reference to the interview and discussions you had with us. We are pleased to offer you the position of "**Junior Executive**'' in "**Project Management - Chemistry Solutions**" department under the band of "**Professional**" in level "**P0**" and you will be based at Hyderabad Telangana.

Your Annual **Cost to Company (CTC)** will be **Rs.2,75,000/-** per annum **(Rupees Two Lakhs Seventy-Five Thousand Only Per Annum)**. This includes Annual Gross Salary of **Rs.2,23,908/-** and Retirals & Benefits of **Rs. 51,096/-** per annum. Detailed CTC breakup is given in Annexure.

You will be on Probation for the first 6 months and during this period either party can terminate the service by giving one-month notice and thereafter three months' notice in writing, subject to terms of Service Agreement.

The Service agreement is for a period of 36 months. In case of breach of contract, you will be liable to pay 2 months last drawn Gross Salary to cover the investment we made during hiring, assimilation, project training and deployment

Please note that you are required to join the organization on or before **04-01-2023** failing which this offer of appointment stands withdrawn. Kindly note that this offer is confidential. A detailed letter of appointment shall be given to you on joining. You are requested to undergo pre-employment medical checkup before the date of your joining.

Kindly note that this offer is confidential.

Please note that your employment will be subject to:

1. Medical fitness as per the pre-employment medical checkup report.
2. Clearance in the background verification checks that may be required as per the company policy.
3. Submission of all the following self-attested 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. Four copies of your latest passport size photographs
   iv. Certified true copies of all the educational certificates
   v. PAN Card & Aadhar Card
   vi. 2 Post Card size photographs of candidate taken along with Family

Please click on the "Accept" button in the mail as a token of acceptance of this offer.

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD



Chief HR Officer
Suresh Anubolu

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ Date: _____

ANNEXURE

SALARY STRUCTURE –Lakshmi Manasa Puchakayala

Salary Components	Per Month (Rs.)	Per Annum (Rs.)
A. Gross salary		
Basic	7,464	89,568
HRA	2,986	35,832
Special Allowance	8,209	98,508
Gross Salary (A)	**18,659**	**2,23,908**
B. Retiral & Other benefits		
Provident Fund	1,800	21,600
ESI	606	7,272
Statutory Bonus	1,493	17,916
Gratuity	359	4,308
Total value of benefits (B)	**4,258**	**51,096**
Total Cost to Company (A +B)	**22,917**	**2,75,004**

1. PF & ESI mentioned above are employer's contribution.
2. Statutory Bonus & Gratuity are payable as per the Act.
3. In addition to the above you will be covered under company's GPA, GTLI and EDLI Policies

Yours Sincerely
For ARAGEN LIFE SCIENCES PVT. LTD



Chief HR Officer
Suresh Anubolu

I accept the offer of appointment on the above terms.

Signature of the candidate: _____ **Date: _____**

LORVEN THERAPEUTICS Pvt. Ltd

OFFER LETTER

Date: 17.11.2022

Gundla Ramya,
S/o. Gundla Lingam,
Kamareddy district,
Nizamsagar mandal, village
Mohammadnagar.

Dear **Gundla Ramya,**

With reference to your application and the subsequent interview you had with us, we have the pleasure in offering you an appointment as **"Chemist"** in **"R&D"** department in our Organization.

We expect you to join us on or before **18th Nov 2022** at 09.00 am at our **OFFICE SHED NO: 20-17/A/1, DOOLAPALLY ROAD, NEAR St. MARTIN'S ENGINEERING COLLEGE, KOMPALLY, HYDERABAD, Telangana - 500 100.** and contact **Mr. S. Appalanaidu, Director** for induction or otherwise this offer stands cancelled.

This is only an offer letter and a detailed appointment letter will be issued to you at the time of joining. This offer is subject to satisfactory reference checks and medical fitness.

Your monthly remuneration has been discussed with you and agreed by you. The break-up of the salary structure would be provided to you along with the Appointment Letter. At the time of joining, you are requested to bring original & photo copies of all education qualification(s), previous experience certificates, appointment letter / increment letter from the present employer, pay-slips of the last two months, age proof (SSC Marks Statement), Photo I.D. (PAN Card), Address Proof (AADHAR Card) & 6 copies of recent Photos of size 35 x 25 mm (3.5 x 2.5 cm) with white background.

Kindly bring the medical test reports and medical fitness certificate from competent authority as per the enclosed Annexure at the time of your joining.

You may have to subsequently undergo some additional tests at the time of joining if required as suggested by our Medical Officer. Kindly note this offer validity is subject to production of certificates in original & proof of working, pay slip etc., along with photo copies as mentioned above at the time of joining.

Please sign and return the duplicate copy of this letter as a token of your acceptance indicating the earliest date of your joining.

With best wishes
For LORVEN THERAPEUTICS PVT. LTD.

S. Appalanaidu
Director

Office: Shed No. 20-17/A/1, Doolapally road, Near St. Martin's Engineering College, Kompally, Hyderabad-500 100, Telangana, INDIA
e-mail ID: appalanaidu.s@lorventherapeutics.com

Sai Make it better together

Ref: OL/2022-23/83
22 April 2022

Konda Pandu
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear Konda Pandu,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

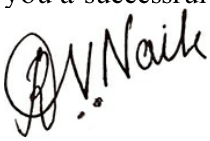
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **04 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **M Malavika** on **7358762281** or mail to **malavika.m@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.



Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

Sai Make it better together

ANNEXURE I	
Name of the Associate	Konda Pandu
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Ref: OL/2022-23/83
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.Konda Pandu and send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus, Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Paste Recent Photo

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: M Malavika
HR Email ID: malavika.m@sailife.com

For Sai Life Sciences

Authorized Signatory

This is Computer generated Sheet and signature not required

LORVEN THERAPEUTICS Pvt. Ltd

OFFER LETTER

Date: 17.11.2022

Mudrakola Naveen,
S/o. Mudrakola Satyam,
Kamareddy district,
Nizamsagar mandal, village
Mohammadnagar.

Dear **Mudrakola Naveen,**

With reference to your application and the subsequent interview you had with us, we have the pleasure in offering you an appointment as **"Chemist"** in **"R&D"** department in our Organization.

We expect you to join us on or before **18th Nov 2022** at 09.00 am at our **OFFICE SHED NO: 20-17/A/1, DOOLAPALLY ROAD, NEAR St. MARTIN'S ENGINEERING COLLEGE, KOMPALLY, HYDERABAD, Telangana - 500 100.** and contact **Mr. S. Appalanaidu, Director** for induction or otherwise this offer stands cancelled.

This is only an offer letter and a detailed appointment letter will be issued to you at the time of joining. This offer is subject to satisfactory reference checks and medical fitness.

Your monthly remuneration has been discussed with you and agreed by you. The break-up of the salary structure would be provided to you along with the Appointment Letter. At the time of joining, you are requested to bring original & photo copies of all education qualification(s), previous experience certificates, appointment letter / increment letter from the present employer, pay-slips of the last two months, age proof (SSC Marks Statement), Photo I.D. (PAN Card), Address Proof (AADHAR Card) & 6 copies of recent Photos of size 35 x 25 mm (3.5 x 2.5 cm) with white background.

Kindly bring the medical test reports and medical fitness certificate from competent authority as per the enclosed Annexure at the time of your joining.

You may have to subsequently undergo some additional tests at the time of joining if required as suggested by our Medical Officer. Kindly note this offer validity is subject to production of certificates in original & proof of working, pay slip etc., along with photo copies as mentioned above at the time of joining.

Please sign and return the duplicate copy of this letter as a token of your acceptance indicating the earliest date of your joining.

With best wishes
For LORVEN THERAPEUTICS PVT. LTD.

S. Appalanaidu
Director

Office: Shed No. 20-17/A/1, Doolapally road, Near St. Martin's Engineering College, Kompally, Hyderabad-500 100, Telangana, INDIA
e-mail ID: appalanaidu.s@lorventherapeutics.com

Ref ID: 1669208132778-11-2022

23-Nov-2022

To,
Madhanbabu Nallapu

H. No. - 2-082, Suraram Colony,
Jeedimetla, Quthbullapur,
Hyderabad - 500055

Dear **Madhanbabu Nallapu,**

Letter of Appointment

Congratulations! We welcome you to the global family of Dr.Reddy's Laboratories Ltd and are pleased to appoint you as Technical Trainee at band TT in our Business Unit IPDO based at Hyderabad, Telangana, India.

Your Target Total Compensation, including benefits will be INR **2,60,000 (Rupees Two Lakh Sixty Thousand only)** per annum. The detailed breakup of the same is enclosed herewith in Annexure I.

We believe people seek to work with us not only for money or the job opportunity, but also for the culture and the overall work environment we offer. In this context, we are happy to let you know that the following are the key tenets of our employee value proposition:

· Become a part of a team that cares
· Enjoy professional freedom to create impact
· Learn continually, excel and grow
· Expect to be treated with respect

Above all, we hope you will share and be inspired by our purpose of making the world a healthier place. Because **Good Health Can't Wait.**

We thank you for your decision to work with us and we are making arrangements to welcome you on-board on or before **28-Nov-2022.** For any assistance you may need during your transition process please reach out to us at (welcome@drreddys.com, 07947171717 - Ext.1)

We wish you a fulfilling career, success and good health in your journey with us.

Best wishes,

For Dr.Reddy's Laboratories Ltd.

Sudeshna Mitra
Lead Talent Jouney Ex and Performance
Encl:- Details of the policies and benefits applicable to you are captured in Annexure-I (Salary and Allowances), Annexure-II (Benefits), Annexure-III (Terms of employment) and Annexure-IV (Offer Acceptance)

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad – 500 034, Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email: mail@drreddys.com. www.drreddys.com

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Annexure-I

Name	Madhanbabu Nallapu
Designation	Technical Trainee
Role Band	TT
HQ	Hyderabad, Telangana, India

Component	Per Month INR	Per Annum INR
Basic	15,000	1,80,000
House Rent Allowance	3,467	41,600
Bonus / Ex-Gratia	700	8,400
Statutory Monthly Interim Bonus	700	8,400
Total Guaranteed Compensation	**19,867**	**2,38,400**
Provident Fund	1,800	21,600
Total Fixed Compensation	**21,667**	**2,60,000**
Target Total Compensation		**2,60,000**

Note:

- All your earnings are subject to tax deduction at source in accordance with applicable laws.
- Changes in your compensation are discretionary and will be subject to and on the basis of effective performance and other relevant criteria.
- You will be entitled to statutory benefits such as Provident Fund, Gratuity etc., as per the applicability of the respective Acts.
- You and your family will be covered under the Group Mediclaim Insurance for hospitalization with a sum insured as per the prevailing norms of the Group Mediclaim Insurance Policy. A nominal amount by way of premium is recovered from your total salary, as per the company policy.
- You will be covered under the Employee Benevolent Fund, Term Life Insurance & Group Personal Accident policy. For the Employee Benevolent Fund; a nominal amount by way of contribution is recovered from your total salary, as per the company policy.
- The Bonus/Ex-Gratia is an annual salary component.

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Annexure – II

Benefits

Dr. Reddy's extends various benefits to its employees, which are subject to change from time to time as per Company policy.

Leave Benefit

We encourage you to plan some time off from work to recharge. For this you have 30 days of paid leave in a year. A year, in this context, is the financial year starting April and concluding on March of the next year.

Leave Entitlement

Two and a half days are added to your leave credit every month to make a bank of 30 days a year. You can prefix, suffix and include weekends and holidays when taking off because these holidays and weekly offs are not counted as leave. If you join mid- year, the calculations are on a pro-rata basis. If you join between the 1st and 15th of a month, you are credited 2.5 days of leave for that month. If you join after 15th, then you get 1.5 days credited for that month. Leave is automatically credited to your account for the year. You can check your leave credit on the portal. You can use the portal to mark attendance, apply for leave, check leave credit and leave approval status.

Leave Encashment

You will be eligible for leave encashment as per the company policy applicable.

Paid Leave

Maternity benefits

All permanent women employees get 26 weeks of paid maternity leave. It can be taken pre- and post - delivery. In the case of pre - delivery leave, you can take up to eight weeks. Holidays and weekly offs falling in - between are counted as part of maternity leave. In case of an emergency such as a miscarriage, you can take six weeks of leave immediately following the date of the incident. You get an additional month of leave for illnesses arising out of pregnancy, delivery, premature birth of a child, or a miscarriage. If you adopt a child less than 3 years old, you can take up to 4 months of paid leave. If you adopt a child greater than 3 years, you may take up to 2 months of paid leave. Leave is sanctioned by your immediate supervisor, in consultation with the HR facilitator. Since the company will need to make replacement arrangements while you are on maternity leave, you need to inform in advance the period you plan to go on leave.

Time offs and Work from Home

Once you have had a baby, and are back to work, you can take up to two hours off every day for a year from the date of birth of the baby, in case you need to come in late or leave early to look after the baby. In case the nature of work assigned to you is of such nature that you may work from home, you may do so after availing of the maternity benefit and for such period and on such conditions as you and your supervisor may mutually agree.

Child-care

Most Dr.Reddy's Laboratories Ltd offices have a child-care facility where you can enrol your baby free of cost. It is staffed with competent care givers to look after your baby while you are at office.

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Paternity benefits

New fathers can take up to 5 days of paid paternity leave within three months of a child's birth or adoption. You could combine this with regular leave and prefix or suffix it with weekends or declared holidays.

Medical Benefit

Everyone, with the exception of employees covered by the Employees State Insurance (ESI) Scheme, is covered under the Medical Insurance scheme. You are automatically enrolled into this scheme as soon as you become a permanent employee of the company.

Medical insurance

Your spouse, dependent children and dependent parents/in-laws and you are covered under our Group Mediclaim Policy. A nominal premium shall be recovered from you for covering your family. This policy is renewed on 1st September every year and is valid up to 31st August of the subsequent year. You will find specific information on this policy under Mediclaim policy in our portal www.mydrreddys.com. This policy covers you for almost all eventualities of health emergencies that can arise so you get essential medical and financial support on time with least worries.

Accident and life insurance covers

You are also covered under our Group Personal Accident (GPA) and Group Term Life Insurance (GTLI) schemes. GPA covers you in cases of permanent and partial disablement or death by accident whereas the GTLI is a life insurance cover. This is provided over and above the TCC, the premium for which is paid by the company.

Salary Advance Entitlements & Repayment

You can take an interest-free salary advance from the company for a personal or professional eventuality. You can take up to one month's gross Total Cost to Company (TCC) as an advance. Taxes as applicable will be borne by you. You need to have a gap of six months from the date of repayment of the previous salary advance to take another one. You can repay the advance in a maximum of six equal, interest-free, monthly instalments. These will be automatically deducted from your salary once you choose the number of instalments you would like to repay in.

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Annexure – III

Terms of employment

1. You would be required to sign an Employee Non- disclosure/Confidentiality Agreement with the Company at the time of joining.

2. You would also be required to sign a Conflict of Interest document with the Company. In the performance of your duties, you will come to possess information connected with the Company's financials, operations of our manufacturing processes, documents, plans, drawings, prints, trade secrets, technical information, reports, statements, correspondence etc., and other matters relating to the Company's business, written or unwritten and also information and instructions that pass through you or come to your knowledge. All such information shall be held by you in strict confidence and shall not be divulged to any person during your service with the Company or thereafter. In the event of your acting in any contract or thereafter, the Company will be at liberty to initiate appropriate proceedings to safeguard the interests of the Company.

3. During the term of your employment, you shall at all times comply with all applicable Company policies, procedures and general work related practices, as updated from time to time.

4. You will be on training for a period of One year, and the same may be extended at the discretion of the management by such further period not exceeding six months. During the period of training (including any extended period), the services can be terminated by the employee or the organization by giving each other a month's notice or one month's Basic salary in lieu of the notice period.

5. On satisfactory completion of the training period, your appointment will be confirmed in writing, and, thereafter your services shall cease at any time giving three months' notice in writing or payment of three month's salary on either side. In case no letter of confirmation is issued to you at the end of the training period, you will be deemed to continue on training for further period till your services are confirmed or terminated in writing as the case may be. The management reserves the right to accept your resignation and relieve you immediately by waving the notice.

6. You will be in full-time employment with the Company. You are liable to be transferred to any of our offices worldwide to any department, factory or establishment forming part of our Organization or associate companies due to career advancements opportunities, business exigencies, and you are required to abide by the working conditions and policies of the department, office or establishment concerned. As per the policy of the Company, we expect all our full-time employees to devote their full attention and effort to the business of the Company and to continuously develop their professional skill in mutual interest. We clearly disapprove of any employee directly or indirectly engaging himself/herself in or devoting any time or attention to any part-time employment or business or monetary position other than that of the Company. So also, you will not undertake either directly or indirectly any activities, which are contrary to or inconsistent with your obligations to the Company, its reputation/image, or interests whether direct or indirect. At any time, if it is found that there is any breach of this condition on your part, your services are liable to be terminated, at the discretion of the management.

7. You will be responsible for the safe keeping and return in good condition and order, of all property such as tools, equipment, instruments, books, uniforms etc., which may be in your use, custody, care or charge. The Company shall have the right to deduct the monetary value of all such things from your dues and take such other action, as we deem proper in the event of your failure to account for such property to our satisfaction.

8. Your date of birth as recorded by the Company on the basis of documentary evidence produced by you at the time of your appointment is 28-Aug-2000. You are advised to take note that this date will be considered as the authenticated date of birth for all purposes throughout your service with the Company, and will not be changed under any circumstances.

9. As per the Company's policy, the age for superannuation is 58 years subject to your being physically and mentally fit as certified by a medical practitioner designated by the Company and meeting the performance expectations of the Company. Retention of your services beyond the age of superannuation will be entirely at the discretion of the management.

10. This contract of employment is terminable with or without any reason by either party giving 90 days notice in writing.

11. The Company reserves the right to pay or recover pay-off in lieu of the notice period. Further, the Company may, at its sole discretion, relieve you on such date as it may deem fit even prior to the expiry of the notice period.

12. Unauthorized absence for a period equal to more than 10 consecutive working days without timely or acceptable prior notification to supervisor or HR , or, your decision to be absent even though supervisor permission was not granted will be deemed as 'absconding'. The company in such cases reserves the right to terminate your services without giving any notice or salary in lieu of notice and initiate suitable action as deemed fit.

13. In case you leave the organization with in a period of one year from the date of joining, the company reserves the right to recover all the relocation/notice period expenses incurred on at the time of joining.

14. You are required to comply with the company's Code of Business conduct and Ethics (COBE).In the event you violate any COBE regulation, you shall be subject to an enquiry and if proven guilty, be subject to disciplinary action by the Company including without limitation termination of your services with immediate effect. Nothing in this offer letter shall render the Company liable to reimburse you or any other person any gifts or payments, offered, paid or promised in violation of COBE.

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad – 500 034, Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email: mail@drreddys.com. www.drreddys.com

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15. Any disputes arising out of and/or related to your employment with the Company shall be subject to the court located in Hyderabad City jurisdiction.

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Annexure – IV

Acceptance of Appointment

I confirm that I have read, understood and hereby accept the terms and conditions mentioned in this Appointment Letter together with its annexures. I hereby declare that details furnished by me in all the documents (hard and soft copy/copies) including but not limited to my resume, job application form and all supporting documents ("Documents") to Dr. Reddy's are true and correct to the best of my knowledge.

It is hereby understood that Dr. Reddy's only hires candidates from universities and institutes recognized by the University Grants Commission, All India Council for Technical Education or equivalent certifying bodies. Further, I understand that Dr. Reddy's may at its discretion, conduct a background check (including criminal history and identity check) to verify information, qualification and Documents furnished by me, and that this Appointment Letter is subject to a successful outcome of such background check.

I hereby authorize Dr. Reddy's (or a third party agent duly appointed by Dr. Reddy's) to contact any former employers as indicated in the Documents and carry out all background checks as deemed appropriate through this selection procedure. I authorize all persons who may have information relevant to the verification to make required disclosures to Dr. Reddy's or its representatives/agents.

I acknowledge and agree that providing any false information may result in a decision not to hire me or if hired, may result in termination of my employment without any further enquiry, payment or liability on Dr. Reddy's. Further, I understand that Dr. Reddy's may at its sole discretion publish any false information furnished by me.

In addition, I understand and agree that Dr. Reddy's has rights to seek any legal remedies including indemnification and damages incurred due to my actions/Documents furnished by me, for any loss caused to Dr. Reddy's as a result of any such false information. I understand that this Appointment Letter is subject to a successful background check and my medical fitness (for which I am required to undergo a medical examination as per the tests prescribed by Dr. Reddy's).

I also agree that any discussion related to compensation is to be taken up only with the authorised undersigned. I undertake that there would be no breach of the confidentiality provisions hereunder. I hereby accept the employment subject to the terms and conditions of this Appointment Letter.

My expected date of joining the organization would be 28-Nov-2022 . Any change in my expected date of joining would be informed and shall be duly approved by Dr. Reddy's.

Name : Madhanbabu Nallapu

Date : 23-Nov-2022

Place : H. No. - 2-082, Suraram Colony,, Jeedimetla, Quthbullapur,, Hyderabad - 500055

Note : - - Please return one (1) duly signed copy of this offer to Dr. Reddy's through scan or hard copy as a token of your acceptance on or before ten (10) days from the date of receipt of Appointment Letter, failing which, this offer will stand automatically withdrawn.

Corporate Office: Dr. Reddy's Laboratories Ltd. 8-2-337, Road No. 3, Banjara Hills, Hyderabad – 500 034, Telangana, India. CIN : L85195TG1984PLC004507. Tel: +91 40 4900 2900; Fax: +91 40 4900 2999; Email: mail@drreddys.com. www.drreddys.com

Good Health Can't Wait.

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

December 21, 2022

To
Ms S Pavani,
Vignan Mandir Temple Compound,
B. Camp, Kurnool,
Andhra Pradesh - 518002

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 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 three years, i.e., period commencing from **January 2, 2023** and ending on **January 1, 2026**. 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. The period of training may be extended if your performance found not satisfactory. After successful completion of training period, you will be designated as Senior Chemist.

Salary: Annual Gross Salary of Rs.2,40,000/- 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 8:00 A.M. to 5:15P.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 January 2, 2023.

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. K R Santosh Kumar – Associate Principal Scientist – Synthesis R&D**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D., FRSC
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure-I

SALARY STRUCTURING FOR FINANCIAL YEAR 2022-2023			
	Name	Ms. S Pavani	
	Designation	Trainee Chemist	
	Qualification	M. Sc	
Compensation Structuring	**Input Sheet**	**Proposed Structure**	
		Per Annum	**Per Month**
Salary Break-up:			
Basic Salary	45% of Base Salary	1,08,000	9,000
House Rent Allowance	40% of Basic Salary	43,200	3,600
Medical Reimbursement	Fixed	15,000	1,250
Children Education Allowance	Fixed	1,200	100
Leave Travel Allowance	Fixed		-
Special Allowance	Fixed	72,600	6,050
Cost to the Company		**2,40,000**	**20,000**
GMC (Self, Spouse, Children & Parents)- Rs.5 Lakhs , GPA & GTLI (for self) - Rs.25 Lakhs coverage.		32,525	2,010
PF 12% Employer Contribution	On Basic Salary	12,960	1080
ESI 3.25% of gross ER Contribution	On Gross Salary	7,800	650
Food	Free of Charge	-	-
Transport	Free of Charge	-	-
Total Cost to Company		**2,93,285**	**23,740**
Deductions from Salary:			
PF 12% on Basic Salary			1080
Professional Tax			-
ESI 0.75% of gross EE Contribution			150
Total Deductions			**1230**
Net Salary			**18,770**
Local Stay Allowance (If Employee Stays in Turkapally)		30,000	2,500

Note: Income tax as applicable will be deducted from the monthly salary.

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Ref: OL/2022-23/1511
03 February 2023

RAMYA GANDE
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear RAMYA GANDE,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department, **Med Chemistry** Business Unit at **"Shameerpet, Telangana"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 3,00,000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis (after the end of Each Financial Year) subject to your being on rolls of the Organization on 31st March, for that Financial Year. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV) clear report.** Your acceptance of this offer shall be considered as your permission to conduct BGV through a third party. The Offer is subject to the data/documents/information provided by you during the Interview/Selection process, being true.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Upon acceptance of this offer, you shall receive an Onboarding Link on your email. As a part of onboarding process, you are required to upload all the following documents/certificates. The Onboarding should be completed minimum 5days prior to your Date of Joining**
    - Aadhaar Card
    - PAN Card
    - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
    - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
    - Last three months' Pay Slips from the latest/previous employer and Increment Letter, if Applicable.
    - Passport size photograph
    - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
    - Last 6 months bank statement of the salary account.

Please get a photocopy of the following documents on the day of joining;

- Offer Letter

- If you already have an account with HDFC / SBI / ICICI / Indus Ind / Standard Chartered, please provide Cancelled Cheque (with Printed name) / Bank Statement for preferred Salary Account.
- Aadhaar, PAN and 4 Passport Size Photographs, if you do not have an account with the above-mentioned Banks. We shall help you with opening an account with one of these Banks.
- **Relieving/Service Letter of the Last Organization worked if applicable.**

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.

You are hereby requested to confirm the date of joining along with a copy of your resignation to the current employer, within 10 working days from the date of offer after the completion of pre-employment medical check-up.

This Offer is valid till **10 July 2023**. If you are unable to join on the specified date, then this offer shall be automatically withdrawn. Incase of any changes pertaining to your Date of Joining, you are requested to consult your respective recruiter, these changes are subject to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please note that you must not directly report to any of the Sai units for Joining, without prior confirmation by the recruiter.

Please feel free to contact **M. Sushmitha** on **7337212207** or mail to **sushmitha.m@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.

Yours Sincerely,

Rajesh Vinodrai Naik
Senior Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

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ANNEXURE I	
Name of the Associate	RAMYA GANDE
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	3,00,000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	2,00,000	16,667
Special Allowance	42,400	3,533
Bonus	36,000	3,000
Total A	**2,78,400**	**23,200**
B Annual Benefit		
Provident Fund	21,600	1,800
Grand Total	**3,00,000**	

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ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this letter, to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences

Authorized Signatory

Ref: OL/2022-23/1511
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.RAMYA GANDE.
Share the soft copy of the report with us and send hard copy to Our Address:
Sai Life Sciences Limited, 4th Floor, SLN Terminus, Gachibowli,
Hyderabad – 500034.

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: M. Sushmitha
HR Email ID: sushmitha.m@sailife.com

For Sai Life Sciences



Authorized Signatory

This is Computer generated Sheet and signature not required

Sai Make it better together

Ref: OL/2022-23/105
26 April 2022

MARKOOK NIKHILA
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear MARKOOK NIKHILA,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

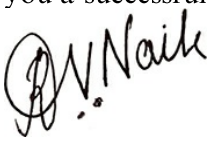
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **25 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **Thulasi Gudavalli** on **7995111763** or mail to **thulasi.g@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.



Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

Sai Make it better together

ANNEXURE I	
Name of the Associate	MARKOOK NIKHILA
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Ref: OL/2022-23/105
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.MARKOOK NIKHILA and
send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus, Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Paste Recent Photo

Client code: -

C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: Thulasi Gudavalli
HR Email ID: thulasi.g@sailife.com

For Sai Life Sciences



Authorized Signatory

This is Computer generated Sheet and signature not required

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

December 21, 2022

To
Mr Vemulachedu Sai Sandeep,
S/o V S Ram Mohan, 1-13-63/1,
Lothukunta, Alwal, Near Saibaba Temple,
Secunderabad, Telangana - 500015

SUBJECT: JOB OFFER.

Daicel Chiral Technologies (India) Pvt Ltd is pleased to offer you a job as a "Trainee Chemist" in our Peptide 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 three years, i.e., period commencing from **December 26, 2022** and ending on **December 25, 2025**. 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. The period of training may be extended if your performance found not satisfactory. After successful completion of training period, you will be designated as Senior Chemist.

Salary: Annual Gross Salary of Rs.2,40,000/- 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 8:00 A.M. to 5:15P.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 December 26, 2022.

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. P S Balasubrahmanyam – Director – Peptide Services**.

For Daicel Chiral Technologies (India) Pvt Ltd

Ch. Lakshmi Narayana, Ph.D., FRSC
Managing Director
Encl: Salary Structure – Annexure-1

DAICEL CHIRAL TECHNOLOGIES
(INDIA) PRIVATE LIMITED
SUBSIDIARY OF DAICEL DAICEL CORPORATION

Annexure-I

SALARY STRUCTURING FOR FINANCIAL YEAR 2022-2023			
	Name	Mr. V Sai Sandeep	
	Designation	Trainee Chemist	
	Qualification	M. Sc	
Compensation Structuring	**Input Sheet**	**Proposed Structure**	
		Per Annum	**Per Month**
Salary Break-up:			
Basic Salary	45% of Base Salary	1,08,000	9,000
House Rent Allowance	40% of Basic Salary	43,200	3,600
Medical Reimbursement	Fixed	15,000	1,250
Children Education Allowance	Fixed	1,200	100
Leave Travel Allowance	Fixed		-
Special Allowance	Fixed	72,600	6,050
Cost to the Company		**2,40,000**	**20,000**
GMC (Self, Spouse, Children & Parents)- Rs.5 Lakhs , GPA & GTLI (for self) - Rs.25 Lakhs coverage.		32,525	2,010
PF 12% Employer Contribution	On Basic Salary	12,960	1080
ESI 3.25% of gross ER Contribution	On Gross Salary	7,800	650
Food	Free of Charge	-	-
Transport	Free of Charge	-	-
Total Cost to Company		**2,93,285**	**23,740**
Deductions from Salary:			
PF 12% on Basic Salary			1080
Professional Tax			-
ESI 0.75% of gross EE Contribution			150
Total Deductions			**1230**
Net Salary			**18,770**
Local Stay Allowance (If Employee Stays in Turkapally)		30,000	2,500

Note: Income tax as applicable will be deducted from the monthly salary.

HR/OL/U-I/22/282

Date: 08/12/2022

To
N. Latha
D/o N.Somaraju
H.No: 5-7-52/11, Moulali, APHB Colony, Near Lions Club Eye Hospital, Hyderabad-500040

LETTER OF OFFER

Dear Ms. N. Latha,

With reference to your application and subsequent interview you had with us, we are pleased to inform you that you have been selected for the post of **Tr. Chemist** in the department of **R&D** at UNIT I, Gaddapotharam, Sangareddy Dt. Telangana

Your remuneration based on CTC will be **Rs 2,45,572/- (Rupees Two Lakhs Fourty Five Thousand ive Hundread And Seventy Two Only)** per annum. All necessary deductions as per statutory requirements will be made at source. The company in its sole discretion reserves the right to modify/amend the policies and salary structure.

Your employment with us will be governed by the terms and conditions referred in the appointment letter, which will be issued once you join in the company.

The appointment letter, which is also known as the employment agreement is subject to the submission of the all-academic certificates, latest pay slips with bank Statement, relieving letter from your previous company, ID proofs, PAN Card, Aadhar Card and 2 passport size photos.

You are advised to report on or before **19.12.2022**. In case you fail to report on or before the said date and time, this letter of offer stands withdrawn.

In case of further clarifications (until you join), please communicate with us on E-mail: **hrdapi@leepharma.com** and quote the reference as above.

This offer is subject to you being medically fit and on understanding that all details given by you are correct and complete.

You are likely to be transferred / shifted to any of the Department / Associates Sites / Abroad of the Company.

Document Format No: LH008F02-02
Effective Date: 01.01.2018

Lee Pharma Limited

AN ISO 9001 & 14001, EU GMP & WHO GMP

Please sign a duplicate copy of the offer on all the sheets at the bottom on the right corner, and return to us on the date of joining as a token of your acceptance and you're joining in Lee Pharma Limited.

By such acceptance of the employment offer of Lee Pharma, you hereby confirm that you have not paid any amount to any to obtain this job and have not involved any monetary transactions and your acceptance of this offer is not based on any undue influence or coercion. You also agree to that you have complete understanding of offer of employment from Lee Pharma and give indemnity to any external liability incurring to Lee Pharma Ltd due to the employment offer made to you in due course or even after of your employment with Lee Pharma

Note: Incase after joining in our organisation, you are not passed your academic year of Post Graduation we are going to treat Graduation, as per company norms salary will be revised on your Graduation base.

We welcome you to the Lee Family and wish you a rewarding career over the years to come.

For LEE PHARMA LIMITED

Human Resources Department

Candidate's Acceptance

Name & Signature

Place:

Date:

Document Format No: LH008F02-02
Effective Date: 01.01.2018

Sai Make it better together

Ref: OL/2022-23/84
25 April 2022

Kasula Pravalika
Shameerpet,Hyderabad, Telangana, India, (Shameerpet)

Dear Kasula Pravalika,

OFFER LETTER

It gives us immense pleasure to extend you an Offer to join us as **"Trainee"** in **"Medicinal Chemistry"** department at **"Shameerpet,Hyderabad, Telangana, India, (Shameerpet)"** Unit of our Organization. We believe that there is an excellent match between your profile and the career opportunity available with us as an Associate of our Organization.

Your total compensation as CTC (Cost to Company) is **Rs. 300000** (Three Lakh Rupees). Please find the Annexure-I for CTC Breakup. Variable component (Delivery Linked Performance Pay) if any mentioned in Salary annexure, will be payable on annual basis subject to your not being on notice period at the time of payment. You will be given a formal Appointment Letter upon your joining the Organization, indicating the Company's standard Terms and Conditions of appointment.

This Offer is conditional upon your complying with the following:

1. **Medical Fitness:** Please undergo medical tests and follow the instructions as mentioned in Annexure II. This offer is subject to you being found medically fit.
2. **Background verification (BGV)** through a third party for which you have given consent as part of selection process.
3. **Satisfactory References:** You are requested to provide the full names and contact details of your Reporting Manager and your HR department along with their E-mail addresses. If you confirm your acceptance of this offer of employment, the Company will take this acceptance as your permission to automatically seek oral or written references from any of the referees named by you. All references will be received in strictest confidence.
4. **Submission of following documents/Certificates (all mandatory) on the day of Joining**
   Please get all the Original Copies and 1 set of photo copies of the below mentioned documents:
   - Copy of the Offer Letter.
   - Aadhaar Card, PAN Card
   - Proof of Educational Qualifications: Matriculation, Intermediate/Diploma, Graduation and Post-Graduation (If Applicable), Any other if available.
   - Proof of Work Experience – Service Certificates/ Relieving Letter of all the previous organizations you worked with.
   - Latest three months' Pay Slips from the previous employer and Increment Letter, if Applicable.
   - 6 Passport size photographs of self and 1 each in case of Spouse and children. Also required two family photographs if covered under E.S.I.
   - Form No.16 or Salary Certificate from the previous employer for computation of Income Tax liability.
   - P.F. Account Number, UAN (Universal Account Number) and E.S.I number (if covered under E.S.I).
   - Appointment Letter of previous organization
   - Last 6 months bank statement of the salary account.

Notable Points:

- Please note reimbursement such as relocation expenses, notice period buy out as applicable will be recovered in full, in case of your separation within 2 years from Date of Joining.

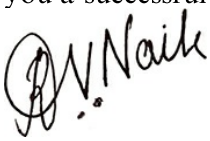
- All matters pertaining to your appointment and compensation are strictly confidential and it should be treated as such.
- Any tax liability arising out of your compensation should be borne by you and it will be as per Income Tax Rules.
- If you accept this Offer of Employment and comply with the above conditions to our satisfaction, the Terms and Conditions of your employment shall be provided to you on your joining the Company.

You are hereby requested to confirm the date of joining within 7 working days from the date of offer issued along with the resignation acceptance from your current employer, after the completion of pre-employment medical check-up.

This Offer is valid till **04 July 2022**. If you are unable to join on or before the specified date, then this offer shall be automatically withdrawn, and further extension of the joining dates are subjected to approval from the respective HR / HOD/ Organization need- company reserves the right to extend or cease.

Please feel free to contact **M Malavika** on **7358762281** or mail to **malavika.m@sailife.com** for any further clarifications.

I would like to take this opportunity to welcome you as an Employee of Sai Life Sciences Limited and wish you a successful career with us.



Yours sincerely,
Rajesh Vinodrai Naik
Vice President & Global Head – Human Resources
SAI LIFE SCIENCES LIMITED

Sai Make it better together

ANNEXURE I	
Name of the Associate	Kasula Pravalika
Designation, Department & Level	Trainee , Medicinal Chemistry &
CTC	300000

SALARY COMPUTATION		
Components	**Per Annum**	**Per Month**
A Monthly Components		
Basic	180000	15000
Bonus	36000	3000
Special Allow ance	62400	5200
Total A	**278400**	**23200**
B Annual benefit		
Provident Fund	21600	1800
Grand Total	**300000**	

ANNEXURE II

- Speak to the wellness in-charge for prior appointment for the Medical Test.
- The list of SRL centers is attached in the mail. If any SRL Diagnostic center, listed in the attachment, is not accessible, please contact the HR Department.
- Carry the print out of this mail copy to be presented at SRL Wellness center at the time of medical check-up.
- The check-up will require around 2 to 2 1/2 hrs.
- The reports will be directly sent to the company.

Please find the below instruction to be followed while going for medical examination:

On Previous day

- Avoid heavy meals.
- No late nights.
- Do not consume alcohol.
- Take dinner before 9.00 P.M.
- Should be fasting from previous night 10.00 p.m.

On the day of check-up

- Do not eat anything. Observe fasting.
- Report to the SRL Centre by 9.00AM

Please revert for queries.

For Sai Life Sciences



Authorized Signatory

Ref: OL/2022-23/84
Dear SRL Team,

Kindly conduct the pre-employment medical test for Mr.Kasula Pravalika and send a soft copy of the report to and the hard copy to Our Address:
Head Office – Sai Life Sciences, Corporate Office, 4th Floor, SLN Terminus,
Gachibowli,
Near Kothaguda Cross Roads, Spar Supermarket building,
Hyderabad – 500034.

Paste Recent Photo

Client code: -

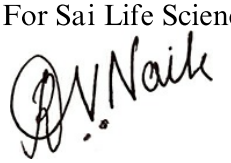
C000056857	WE	SAI LIFE SCIENCES LTD	Hyderabad

Test Code:

HM3731A	SAI LIFE LEVEL 1 TILL LEVEL 4 PRE-JOINING MEDICAL CHECK UP

HR Name: M Malavika
HR Email ID: malavika.m@sailife.com

For Sai Life Sciences



Authorized Signatory

This is Computer generated Sheet and signature not required

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

(45)

To,

The Principal

Loyola Academy

Alwal,

Sub: Declaration of Higher Studies / Placements.

I ANUSHA GANGALA bearing UID number 111720516001, of class Msc Biotechnology Dept Biotechnology, year of passing out 2022 request to give LOR/TC as I got into Higher Education (India/Abroad) _____ Placement/Company in (Off Campus) Unique Biotech Limited. College /Industry/Coaching.

(Trainee - Marketing) [Business Management Team]

Thanking you,

Signature:- G. Anusha

Phone No:- 9550600535

Email id:- anusha.gangala@gmail.com.

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LOYOLA ACADEMY ALUMNI ASSOCIATION

Application for the membership into LAAA

Personal Details

1. Name of the student: ANUSHA GANGALA.
2. Email ID: anusha.gangala@gmail.com.
3. Date of Birth: 14/07/1997.
4. Contract Address: H.No:1-5-311/2 Surya Nagar Colony, old Alwal.
5. Contact Details:

Mobile No: 9550600535 Landline: —

6. Name of the Parents:

Father: GANGALA SUDHAKAR Mobile No: 9951206844.

Mother: LATE GANGALA ANITHA. Mobile No: —

Professional Details:

7. Name of the Department: Biotechnology
8. Name of the course/degree: Msc. Biotechnology
9. UID No: 111720516001
10. Year passing: 2022.
11. Any Previous Degree: Bsc. Micro/Biotech/Chemistry
12. Name of the college: St. Francis College for women.
13. Members of any other Alumni Association: —
17. Membership in any other Professional Association: —

Date: 7/01/2023. **Signature of the Students** G. Anusha

For Office Use only

The students _____ have been approved/disapproved to become a member of the LAAA.

President/Secretary **Principal**

Reason for disapproval Encl: Photocopy of the Degree Certificate

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+91 94927 44943 ~Amulya Konda
today at 12:02

UID :- 111720516001
NAME :- ANUSHA GANGALA.
MOBILE NO :- 9550600535
Msc Biotechnology
anusha.gangala@gmail.com

11:59 69%

Offer for Job - Unique Biotech Limited Inbox

N Nitisha Jangili 6 days ago
to me, HR, Sarath, Geeth...

Dear Ms. Anusha Gangala

Greetings from UBL!!.

This is to inform you that you have been offered the post of "Trainee - Marketing " based at HYDERABAD at our Organisation. Your CTC will be Rs. 2,54,954 /- p.a.

Particulars	Amount
Basic Salary	11500
HRA	4600
Other Allowance	1900
Gross Salary per month	18000
Gross Salary per Annum	216000
PF Employers' Contribution	17940
ESI	7020
Bonus / Exgratia	13994
CTC Per Annum	254954

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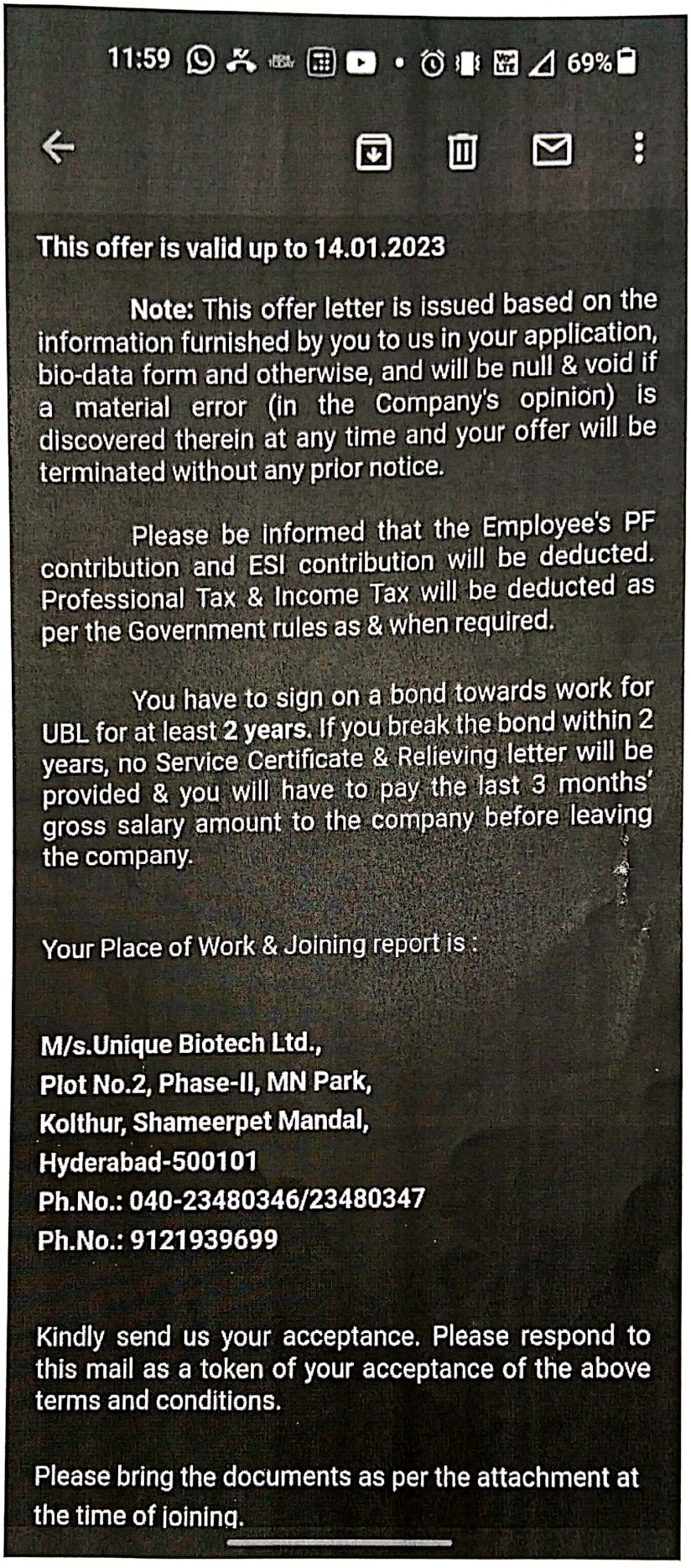

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Global Medical Education and Research Foundation
(A Not for Profit Organization Registered under Society's Act, AP)

13-12-2022
Hyderabad

To
S.SRINAVYA
SRI RAJESHWARI HOSTEL 3,
ROAD NO.1, SR NAGAR
Hyderbad – 13.

Sub: Appointment Letter – Reg.

Dear Ms. S.SRINAVYA,

With reference to the personal interview conducted and thereafter your acceptance, we are pleased to appoint you as **'Research Assistant'** at Global Medical Education & Research Foundation. The effective date of joining is 13-12-2022.

- You are entitled to receive Rs. 2, 00,000 p/a (Two lakhs only per annum) with inclusive of all other allowances.
- Your working hours will be 8 **hrs.** a day (9:30am to 5:30pm)
- You will maintain total confidentiality of all administrative and Organisational matters of importance
- You will be governed by the rules of GMERF for the Leave policy
- You will be abide by the code of conduct of the organisation
- All your responsibilities are discussed in the Annexure attached with this letter
- You will be under probation for 6 months, leaving the organisation before the probation period or immediately after 6 months, you have to repay 3 months of the salary

We look forward for research orientation and long term association.

Best wishes

Dr. Ch. Lakshmi Kiran
Director, GMERF
Lakdi-ka-pul
Hyderabad – 500 004
Telangana State

Annexure

Responsibilities during your stay in the organistion are as follows

Scientific:

- Drafting projects, Poster PPTs, Thesis correction, Ph.D. thesis work
- Training: Under Graduate and Post graduates students for their academic projects
- Workshops: Arranging and coordinating with the constituent colleges
- Standardisation: Protocols for different techniques (Molecular & Genomics)
- Stock Register: Checking , updating, ordering of required reagents
- Maintenance: To see and update the working condition of the equipment

- Any other GMERF secretarial related work given time to time

भाकृअनुप भारतीय कदन्न अनुसंधान संस्थान
ICAR-INDIAN INSTITUTE OF MILLETS RESEARCH
राजेन्द्रनगर, हैदराबाद/Rajendranagar, Hyderabad-500030
Phone: 24599300 Faxno.24599304.www.millets.res.in

F.No. 4(896)Admn/2022/SERB/3840. Date: 12.09.2022

OFFICE ORDER

The Director, IIMR is pleased to appoint **Ms. M. BHAVYASRI** D/o **Sh. M. SRINIVASA RAO,** as a Scientific Administrative Assistant to work under the **"Development and characterization of trait specific lines from wide hybridization in sorghum" funded by SERB" Project"** project at ICAR- Indian Institute of Millets Research, Rajendranagar, Hyderabad w.e.f 26.08.2022 (FN) on co-terminus basis as per terms and conditions are mentioned below. She will draw a monthly remuneration of **Rs. 18,000/- + HRA** per month.

1. यह अध्येतावृत्ति पूर्णतः अस्थाई है तथा परियोजना के समाप्त होने के साथ ही नियुक्ति समाप्त मानी जाएगी।
   The fellowship is purely temporary and coterminous with the project
2. अध्येता के द्वारा कार्यभार ग्रहण करने की तिथि से अध्यतावृत्ति शुरू होगी।
   The fellowship shall take place from the date the fellow joins the duty
3. यह नियुक्ति/अध्येतावृत्ति **12th July, 2025** को इस योजना के कार्यकाल की समाप्ति या इस योजना के स्वीकृति आदेश में अंकित तिथि, जो भी पहले हो को समाप्त हो जाएगी, इस संबंध में चाहे किसी को औपचारिक रूप में संप्रेषित किया गया हो अथवा नहीं।
   The engagement/fellowship will stand terminated on completion of the tenure period by till **12th July, 2025** of the scheme or on the date stated in the sanction order of the scheme whichever is earlier whether so communicated formally on individual basis or not.
4. यद्यपि नौकरी धारक को मासिक आधार सेवाओं का आशवासन प्रदान किया गया है परंतु सेवा की निरंतरता प्रगति की संतोषजनक स्थिति पर निर्भर करेगी। अपने कार्यों के प्रति लापरवाही पाए जाने पर एक महीने का नोटिस जारी करके उनकी सेवाएं समाप्त की जा सकती है।
   However, the job holder is assured on monthly basis and continuation would only depend on the satisfactory progress. his/her services can be terminated at any time by issue of one-month notice if he/she is found to be negligent in his/her work.
5. वह भी परियोजना/योजना के समाप्त होने के पूर्व एक महिने के पहले लिखित नोटिस देकर तथा नियुक्ति प्राधिकारी के अनुमोदन के पश्चात अपनी सेवाएं समाप्त करने हेतु निवेदन कर सकता/सकती है।
   He/she can also request for termination before the expiry of the project/scheme by giving one-month notice in writing and with the approval of the appointing authority.

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6. अगर अभ्यर्थी को अपने कर्तव्यों के प्रति अत्यधिक लापरवाही तथा गंभीर कदाचार हेतु दोषी पाया जाता है तो उसे नियुक्ति प्राधिकारी के द्वारा किसी भी समय बिना किसी एक माह की नोटिस दिए सेवाओं से हटाया जा सकता है।

He/she can be terminated by the appointing authority at any time without giving one-month notice if he/she is found guilty of gross negligence in his/her duties or of grave misconduct.

7. अभ्यर्थी सौंपे गए कार्य को बिना अनुमति के अधूरा छोड़ देता/देती है तो उस समय तक उसे देय अध्येतावृति की राशि के लिए वह पात्र नहीं होगा/होगी। यद्यपि वैकल्पिक व्यवस्था किए जाने हेतु न्यूनतम एक माह के नोटिस की आवश्यकता .होती है, अन्यथा अध्येथा के वेतन से एक माह का वेतन वसूल किया जाएगा।

8. If he/she leave his/her assignment without permission, he/she will not be entitled for the fellowship amount due to his/her on that date. However, minimum one month's notice period is required for making alternate arrangements or else one month pay would be recovered from the Fellow & during the notice period no leave will be sanctioned.

9. अभ्यर्थी को सौंपे गए कार्य हेतु अपना पूरा समय देना चाहिए तथा परियोजना/योजना अवधि के दौरान उसे किसी अन्य नियुक्ति प्रस्ताव अथवा किसी अन्य कार्य को स्वीकार करने की अनुमति नहीं दी जाएगी।

He/she should devoted his/her whole-time to the assignment given to him and he/she will not be allowed to accept or hold another appointment or otherwise during period of the project/scheme.

10. अभ्यर्थी द्वारा किया गया अनुसंधान कार्य, SERB/ICAR की संपदा होगा तथा उस पर अभ्यर्थी का कोई नियंत्रण अथवा अधिरकार नहीं होगा। यद्यपि शोध पत्रों में उसके द्वारा किए गए अनुसंधान कार्य के संबंध में यथोचित उल्लेख होगा अथवा उसका नाम शामिल किया जाएगा। एस ई आर बी /भा.क.अनु.सं./भा.कृ.अनु.प. को सौंपी गई बौद्धिक संपदा पर किसी भी स्थिति में नियुक्त व्यक्ति का अधिकार नहीं होगा।

The research work done by him will be the properly of the SERB/ICAR and he/she will have no control or right on the same. However, in case he/she has done some research work, his/her name can accordingly be acknowledged / included suitably in the research papers. In case, the appointee has no right on intellectual property which is to be assigned to IIMR/ICAR.

11. परिषद के द्वारा वित्त पोषित अथवा वितीय सहायत प्राप्त अनुसंधान कार्यों से प्राप्त सभी पैटेंट अधिकारों, डिजाइनों तथा नवोन्मेषों पर परिषद का अधिकारी होगा। परिषद अपने विवेक से अन्वेषक को शोध के किसी भी लाभ की अनुमति दे सकता है अथवा अपना पास रख सकता है।

All patent rights, designs and invention derived from research work financed or aided by the Council shall belong to the Council. The council may at its discretion allow or direct any benefit thereof to be retained by or given to the inventor.

12. परियोजना समाप्त होने पर अभ्यर्थी को किसी भी स्थाई पद पर नियमित करने/आमेलन द्वारा नियुक्त करने हेतु **SERB/भा.कृ.अनु.प./भा.क.अनु.सं.** जिम्मेदार नहीं है। परियोजना अवधि की समाप्ति पर उनकी सेवाएं स्वतः ही **12th July, 2025** को समाप्त हो जायेंगी।

The **SERB/ICAR/IIMR** holds no responsibility for his/her regularization/appointment by absorption or otherwise against any regular post on termination of the project. His/her services shall stand terminated automatically on expiry of the period of the project up to **12th July, 2025.**

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13. अभ्यर्थी संबंधित प्रधान अन्वेषक/प्रभागाध्यक्ष के प्रशासनिक नियंत्रण में कार्य करेगा।

He/she will be under the administrative control of the concerned PI/Head of the Division.

14. अभ्यर्थी के प्रपत्र स्वीकृत होने पर उसे प्रस्तुत करने तथा प्रपत्र का विषय अनुसंधान क्षेत्र से संबंधित होने पर, उसे भारत में आयोजित होने वाले परिसंवाद/संगोष्ठी/सम्मेलन/कार्यशाला आदि में भाग लेने हेतु अनुमति प्रदान की जाएगी।

He/she will be allowed for attending symposia/seminars/conferences/workshop etc in India provided is presenting papers which have been accepted and the course is relevant to the research field of the follows.

15. अभ्यर्थी को सेवा-मुक्त होने से पहले सभी नोट बुक्स, आंकड़े, पूरी फाइलें, भंडारण उपकरण तथा रिपोर्टें भाकअनुसं को सौंपनी होगी। वह प्र.अ., सह-प्र.अ. तथा निदेशक की स्पष्ट अनुमति के बिना अनुसंधान या प्रौद्योगिकी से संबंधित विवरण बाहर वालों को नहीं देगा/देगी। संस्थान छोड़ने के बावजूद भी उन्हें **3 वर्षों** तक व्यावसायीक रूप से गोपनीय तथ्यों अथवा सूचनाओं बाहर प्रकट करने की अनुमति नहीं है।

He/she will hand-over all notebooks, data complete filed, storage devices and reports to IIMR before leaving. He/she should not reveal details of research or technology to outsiders without explicit approval of the PI and the Director. He/she is not allowed to show any professional secrets or information even after leaving IIMR, for a period of **3 years**.

16. अभ्यर्थी को अध्येतावृत्ति/योजना छोड़ने के बाद एक वर्ष के अंदर अपने दावे समायोजित कर लेना होगा। अभ्यर्थी द्वारा अध्येतावृत्ति/योजना छोड़ने के **एक वर्ष** बाद, इस संस्थान/भा.कृ.अनु.प. के द्वारा उनके किसी भी दावे पर पर विचार नहीं किया जाएगा।

He/she should settle his/her claim within one year of leaving the fellowship/scheme. No claim will be entertained by the ICAR/Institute after one year for leaving the fellowship/termination of his/her services.

17. वह आधिकारिक दौरे पर जाने हेतु यात्रा भत्ते के लिए भी हकदार होगा/होगी।

He/she will be also eligible for Travelling Allowances on official tours claim.

18. अभ्यर्थी किसी भी प्रकार की नियमित छुट्टी का/की हकदार नहीं है। यद्यपि भारत सरकार/भा.कृ.अनु.प. द्वारा समय-समय पर जारी नियमों/अनुदेशों के अनुसार वह आकस्मिक/प्रतिबंधित छुट्टी का/की हकदार है।

He/she is not entitled for any regular leave. He/she is however, entitled for Casual Leave and Restricted Holidays as per the Govt. of India/ICAR rules/instructions issued from time to time

19. आकस्मिक/प्रतिबंधित छुट्टी के अलावा, छुट्टी के दिन कार्य करने के बदले में उसे प्रतिपूरक छुट्टी की अनुमति भी दी जा सकती है। एक बार में 5 दिन की प्रतिपूरक छुट्टियां जमा की जा सकती है तथा इन्हें एक माह के भीतर भूनाने की अनुमति दी जा सकती है परंतु एक बार में पांच से ज्यादा छुट्टियां स्वीकृत नहीं की जायेगी।

In addition to the CL and RH, he/she may also be allowed compensatory leave in lieu of the duty performed on holiday. The Compensatory Leave can be accumulated up to 05days at a time; he/she can be allowed to avail the same within 1-month subject to the condition that the leave sanctioned at one time should not exceed 05 days.

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20. वह (i) सामान्य भविष्य निधि (ii) भाकृअनुप सामूहिक बीमा योजना (iii) भाकृअनुप के नियमित कर्मचारियों को अनुमत अन्य लाभ का/की हकदार नहीं होगा/होगी।

He/she will not be entitled to (i) General Provident Fund (ii) ICAR Group Insurance Scheme (iii) other benefits allowed to regular ICAR employees.

21. अभ्यर्थी संस्थान में उपलब्ध प्राथमिक चिकित्सा सुविधाओं के अलावा किसी भी प्रकार के चिकित्सा लाभ हेतु पात्र नहीं है। यद्यपि कार्यालय समय के दौरान आपातकालिन स्थिति में उसे पास के सरकारी अस्पताल में संस्थान के व्यय पर ले जाया जा सकता है।

He/she will not be entitled for any medical benefits expect the First-aid facilities which may be available at this Institute. However, in case of any emergency during office hours he/she can be taken the nearest Govt. Hospital at the Institute's Cost.

22. संस्थान में कार्यभार ग्रहण करने हेतु वे किसी भी प्रकार के यात्रा भता के हकदार नहीं है।

He/she is not entitled to any travelling allowance to join at this institute.

23. उनके द्वारा प्रदान की गई कोई भी घोषणा या सूचना गलत सिद्ध होती है अथवा यह पाया जाता है कि उन्होंने जानबूझकर कोई जानकारी छुपाई है, तो उन्हें अध्येतावृत्ति से हटा दिया जाएगा तथा यथाचित संहिता कार्रवाई की जाएगी।

If any declaration given or information furnished by him/her proves to be false or if he/she is found to have willfully suppressed any material information, he/she will be taken removed from Fellowship and such other codal actions as deemed fit will be taken.

2/9/22

वरिष्ठ प्रशासनिक अधिकारी
Senior Administrative Officer

Distribution:

1. Ms. M. Bhavyasri, Scientific Administrative Assistant,
2. Dr. KBRS Visarada, Pr. Scientist & PI of the Project
3. SFAO, IIMR
4. DDO, IIMR
5. Dr. Mahesh Kumar, Hindi Officer, IIMR
6. Guard File

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LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

(33)

To,

The Principal

Loyola Academy

Alwal,

Sub: Declaration of Higher Studies / Placements.

I MADAS ANIL kumar GOUD bearing UID number 1117205/6021, of class MSc Biotechnology, Dept MSc Biotechnology year of passing out 2022 request to give LOR/TC as I got into Higher Education (India/Abroad) _____ Placement/Company in offcampus- Hetero Biopharma, R&D DSP College /Industry/Coaching.

Thanking you,

M. Anil kumar

Signature:-

Phone No:- 9010188683

Email id:- madasanilgoud@gmail.com

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LOYOLA ACADEMY ALUMNI ASSOCIATION

Application for the membership into LAAA

Personal Details

1. Name of the student: Madas Anil kumar Goud
2. Email ID: madasanilgoud@gmail.com
3. Date of Birth: 29-01-1998
4. Contract Address: Hyderabad, Vanasthalipuram Abhilashnagar colony, [illegible]
5. Contact Details: 9010183683

Mobile No: 9010183683 Landline: _____

6. Name of the Parents:

Father: M. Rangaiah goud Mobile No: 9848445341

Mother: M. Satyamma Mobile No: 9848445341

Professional Details:

7. Name of the Department: MSc Biotechnology
8. Name of the course/degree: MSc Biotechnology
9. UID No: 2022 111720516021
10. Year passing: 2022
11. Any Previous Degree: BSc. Biotechnology
12. Name of the college: Sri Sai Degree College
13. Members of any other Alumni Association: -
17. Membership in any other Professional Association: -

Date: 23-01-2023 **Signature of the Students** M. Anil kumar

For Office Use only

The students _____ have been approved/disapproved to become a member of the LAAA.

President/Secretary

Reason for disapproval

Principal

Encl: Photocopy of the Degree Certificate

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1674453746972.jpg

HETERO BIOPHARMA LIMITED
H.No. 8-3-166/1 & 2, 105 to 108, 1st Floor, G Block, East Wing, Challa Estates, Erragadda, Hyderabad, Telangana, India, 500018, Tel: & Fax: +91-40-23810110,
E-mail: contact.hbl@heterodrugs.com URL: http://www.heteroworld.com
CIN: U24290TG2016PLC111946

Dt: 17 December 2022
Mr. ANIL KUMAR GOUD,
Akhilandeshwar Nagar, Vanasthalipuram,
Hyderabad, Telangana, India

Dear Mr. ANIL KUMAR GOUD,

Sub: Offer of Employment

We are pleased to offer you the position of **TRAINEE RESEARCH ASSOCIATE** in **ANALYTICAL RESEARCH DEVELOPMENT** department basing on your application and interview you had with us. Your place of work will initially be at **M/s HETERO BIOPHARMA LTD, FACTORY (SEZ Unit): S.NO:458 (PART), TSIIC FORMULATIONS SEZ, POLEPALLY VILLAGE, JADCHERLA MANDAL-509301, MAHABOOB NAGAR, TELANGANA, INDIA.**

1. This offer is valid till **28 December 2022** and you should report for joining on or before **28 December 2022.**
2. You will report to the **SCIENTIST I** or any other officer authorized by the company, with regard to your day to day activities from time to time.
3. If there are any changes in the conditions of your service, the same will be notified to you.
4. You will be entitled to the gross salary as discussed and agreed upon mutually.
5. You will be on probation for a period of six months from the date of your joining.
6. You are required to sign a confidentiality and non-disclosure agreement on your joining.
7. Your appointment order indicating terms and conditions of your employment will be issued to you at the time of your joining
8. Upon receipt of the offer, you are required to undergo medical checkup at the company authorized diagnostic centers. You will be entitled for appointment upon you found to be medically fit

21000X12 = 2.52 LPA

Name :- M. Anil kumar goud
Dept : MSc Biotechnology
UID : 111720516021
email :- madas anil goud@gmail.com
phone no :- 9010183683

https://mail.google.com/mail/u/0/?tab=rm&ogbl#inbox/FMfcgzGrcFlvPksDPNRMVXQNFSNTMXvf?projector=1&messagePartId=0.1 1/1

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Name :- M. Anil kumar gaud

class :- MSc Biotechnology

UID

email

phone

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LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
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(Autonomous and affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

(48)

call

To,

The Principal

Loyola Academy

Alwal,

Sub: Declaration of Higher Studies / Placements.

I Chethi. Jahnavi bearing UID

number 111720516024, of class NMBT,

Dept Biotechnology year of passing out 2022

request to give LOR/TC as I got into Higher Education (India/Abroad) _____ Placement/Company in off campus - Thoughtsave software solutions - US IT recruiter College /Industry/Coaching.

Thanking you,

Signature:- J. Jahnavi

Phone No:- 9618181290

Email id:- Jahnavichethi005@gmail.com

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LOYOLA ACADEMY ALUMNI ASSOCIATION

Application for the membership into LAAA

Personal Details

1. Name of the student: ch. Jahnavi
2. Email ID: Jahnavicholli007@gmail.com
3. Date of Birth: 05/06/1999
4. Contract Address: D-106, Tarakanagar, Godavarikhani
5. Contact Details:

Mobile No: 9618151290 Landline: _____

6. Name of the Parents: _____

Father: ch. Venkateshwarlu Mobile No: 9949205966

Mother: ch. Leelatha Mobile No: 7013895499

Professional Details:

7. Name of the Department: NMBT
8. Name of the course/degree: MSc. Biotechnology
9. UID No: 111720516024
10. Year passing: April 2022
11. Any Previous Degree: _____
12. Name of the college: _____
13. Members of any other Alumni Association: _____
17. Membership in any other Professional Association: _____

Date: 27/2/2023 **Signature of the Students** Ch. Jahnavi

For Office Use only

The students _____ have been approved/disapproved to become a member of the LAAA.

President/Secretary **Principal**

Reason for disapproval Encl: Photocopy of the Degree Certificate

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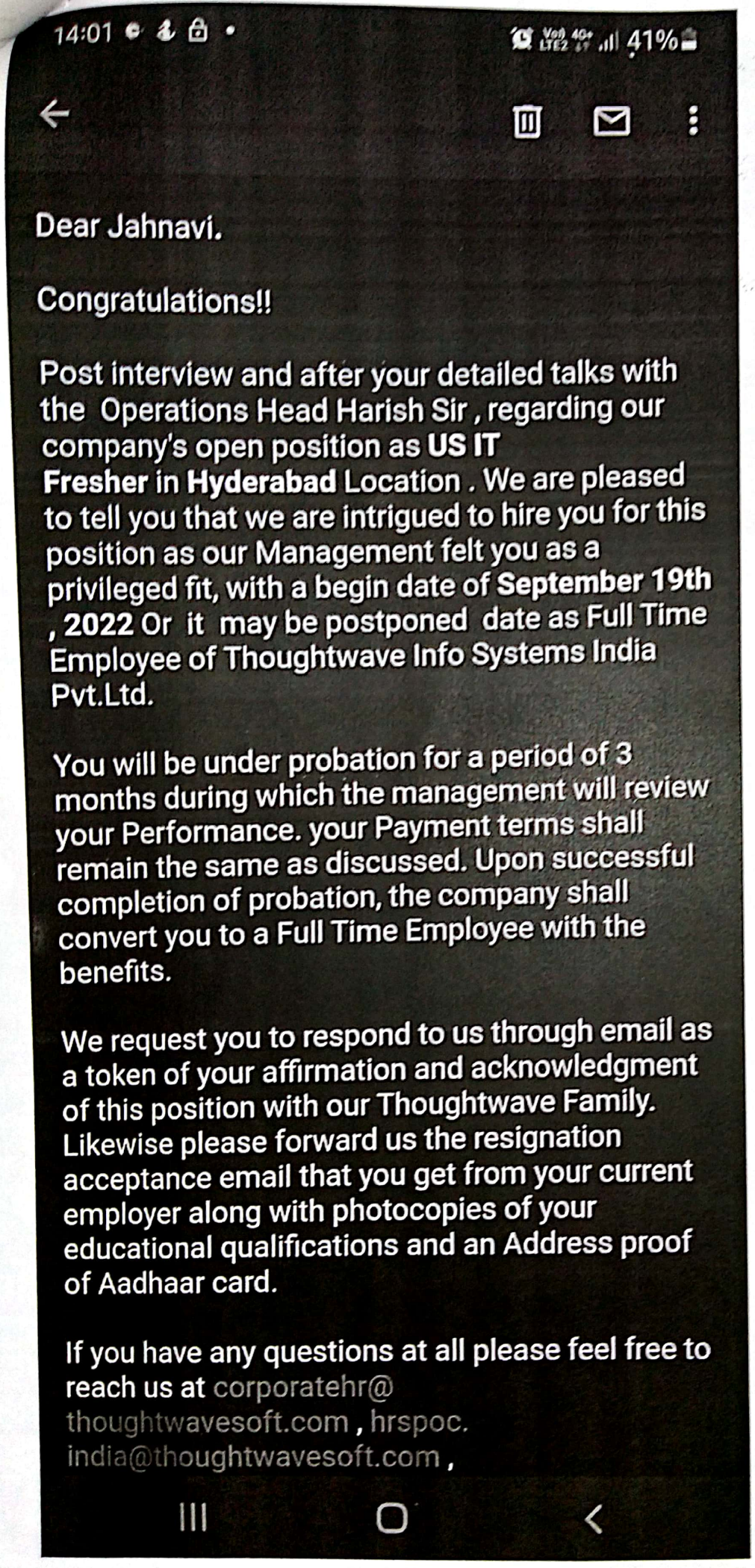

14:01 41%

Dear Jahnavi.

Congratulations!!

Post interview and after your detailed talks with the Operations Head Harish Sir , regarding our company's open position as **US IT Fresher** in **Hyderabad** Location . We are pleased to tell you that we are intrigued to hire you for this position as our Management felt you as a privileged fit, with a begin date of **September 19th , 2022** Or it may be postponed date as Full Time Employee of Thoughtwave Info Systems India Pvt.Ltd.

You will be under probation for a period of 3 months during which the management will review your Performance. your Payment terms shall remain the same as discussed. Upon successful completion of probation, the company shall convert you to a Full Time Employee with the benefits.

We request you to respond to us through email as a token of your affirmation and acknowledgment of this position with our Thoughtwave Family. Likewise please forward us the resignation acceptance email that you get from your current employer along with photocopies of your educational qualifications and an Address proof of Aadhaar card.

If you have any questions at all please feel free to reach us at corporatehr@thoughtwavesoft.com , hrspoc.india@thoughtwavesoft.com ,

Ch. Jahnavi
Jahnavi chethi005@gmail.com
MSc. Biotechnology
NMBT
9618151290
411720816024

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ATGC®
Biotech Private Limited
Decode, Develop & Disseminate

02nd December 2022
Madipelly Rajkumar Goud
#17-13/1 Shanthinagar
Mandamarri, Mancherial (D)
Telangana-504231
Phone Number: +91 8074748508
E-Mail: rajkumar65567@gmail.com

SUB: Appointment letter for the post of **"Research Associate Trainee"**

Dear Rajkumar Goud,

With reference to your application and the subsequent interview you had with us, we are pleased to Offer you the position of **"Research Associate Trainee".** Your duties and responsibilities shall be assigned by the company from time to time.

1. Your appointment will be effective from the date of your joining and stands void in case if you are not responding to the offer **within two weeks from the receipt date of this letter.**

2. You will be under PROBATION **for a period of six months.** On satisfactory completion of probation period you will be confirmed as a regular employees of the company.

3. During the probation period you will be paid a sum of **Rs 20,000/- (Twenty thousand rupees only) per month** as consolidated pay and no further allowances are permissible to you.

4. Your initial place of posting will be at **"Hyderabad"**, you shall report to **Dr. Srinivas Reddy D,** depending upon exigencies of work, your services are liable to be transferred at any time to any other department, office and factory or to any of our sister/associate concerns at our headquarters or anywhere in India.

5. Your increment on the salary scale is not automatic but has to be earned through good performance and is at the discretion of Management.

6. You will be governed by the Manual of personnel policies, which will form part of your contract of employment with **ATGC Biotech.** All the present and future rules, regulations and orders promulgated by the company that is applicable to employees in your cadre shall also be applicable to you. Although these rules, regulations and orders were part of this claim will be made for the compensation of over time attendance, time and nature of work, accident or hazards of occupation except according to statute.

Offer of Employment with Biological E. Ltd

1 message

Naveenkumar Linga <Naveenkumar.Linga@biologicale.com> Wed, Dec 28, 2022 at 9:43 AM
To: achiashish@gmail.com <achiashish@gmail.com>
Cc: Vinod Gopishetty <Vinod.Gopishetty@biologicale.com>, Houzia Begum <HR.Intern4@biologicale.com>, Akhila Somidi <Akhila.HR@biologicale.com>, Trupti Chivukula <Trupti.Chivukula@biologicale.com>, Suryanarayana Kumarapu <Suryanarayana.Kumarapu@biologicale.com>

Dear Mr. Ashish,

Congratulations!!

Subsequent to the interview process, Biological E. Limited is pleased to make an offer to you for the position of **Jr. Executive** in **R&D-Downstream Process** Department*, based at* **Shameerpet.**

As an employee of the company, you will receive an annual ***CTC (Cost to Company) of Rs. 2,10,000/- per Annum***. This will be disbursed to you in accordance with the prevailing standard compensation plan of the company, attached the scanned copy of the offer letter for your reference and ***you will be required to respond back with your acceptance of the offer by 29th Dec'22, failing which this offer will automatically stand cancelled.***

"Your offer of employment in Biological E Ltd is confirmed subject to submission of M.Sc. provisional certificate on or before 28th Feb'23. In lieu of non-submission of the stated document, your services will be terminated with effective from 1st Mar'23."

This mail indicates our intent to make you an offer but does not constitute an offer of appointment. You will receive the appointment letter once you complete your joining formalities with all the relevant documents.

Your appointment is subject to you being found medically fit in the pre-employment medical examination and verification of all details furnished by you at the time of joining. The company reserves the right to verify at any time prior or to joining, during service and after leaving the services of the company with the concerned parties regarding conduct, character and employment particulars etc.

In case any particulars furnished in the resume are found to be false or unsatisfactory your service would be liable for termination immediately without any reason or notice.

You are required to join Biological E. Limited at Shameerpet on or before ***2nd Jan'23***.

The location of Joining would be at :-

Biological E. Ltd,

Plot No.1, Phase-II, MN Park, Genome Valley, Kolthur Village,

Shameerpet Mandal, Dt. Medchal,

Hyderabad – 500078

Note:
(a) Your compensation details are personal and **confidential. We would appreciate you're not sharing these details with others.** You may discuss it **only** with the undersigned in case of any clarification.
(b) To know more about Biological E. please visit us at www.biologicale.com

Regards,

Naveen Kumar L

AGM - Human Resources

Biological E. Ltd

URL: www.biologicale.com

Mobile: 9652935526

Ext: 8134



(44)

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
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A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

To,

The Principal

Loyola Academy

Alwal,

Sub: Declaration of Higher Studies / Placements.

I Narala Rohini bearing UID number 111720516035, of class MSc., Dept Biotechnology, year of passing out 2022 request to give LOR/TC as I got into Higher Education (India/Abroad) _____ Placement/Company in College /Industry/Coaching.

off campus, Career labtoon Equipments (product Specialist)

Thanking you,

Signature:- N. Rohini

Phone No:- 9573717268

Email id:- naralarohinireddy@gmail.com

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LOYOLA ACADEMY ALUMNI ASSOCIATION

Application for the membership into LAAA

Personal Details

1. Name of the student: Narala Rohini
2. Email ID: naralarohinireddy@gmail.com
3. Date of Birth: 21/06/1999
4. Contract Address: 4/9/13, Sreerama. Hall road Putivendula
5. Contact Details:

Mobile No: 9573917268 Landline: _____

6. Name of the Parents: N. Hem

Father: N. HemaSikharala Reddy Mobile No: 9542016679

Mother: N. Aruna Devi Mobile No: 9951475275

Professional Details:

7. Name of the Department: Biotechnology
8. Name of the course/degree: MSc.
9. UID No: 111720516035
10. Year passing: 2022
11. Any Previous Degree: BSc(CZCA)
12. Name of the college: Loyola Degree College (Putivendula)
13. Members of any other Alumni Association: _____
17. Membership in any other Professional Association: _____

Date: 1/02/2023 **Signature of the Students** N. Rohini

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The students _____ have been approved/disapproved to become a member of the LAAA.

President/Secretary **Principal**

Reason for disapproval Encl: Photocopy of the Degree Certificate

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Narala Rohini
Old:- 111720516035
P.No:- 9573717268
E-mail id:- naralarohinireddy@gmail.com
Department:- M.Sc. Biotechnology

Offer ....

1 message

Career Labtron Equipments <career@labtron.com> Tue, 31 Jan, 2023 at 2:49 pm
To: naralarohinireddy@gmail.com
Cc: Mafza Inc <info@mafza.com>

Dear Rohini ,

Congratulations!

With reference to your resume and subsequent interview, we are pleased to offer you a '**Product Specialist** ' position in our organization as '**Work from Office** '.

We will pay you **Rs.15,000/- per month**

You are requested to join the company on February 6th, 2023 (Monday).

Office Address-

Labtron Equipment

304, 3rd Floor, SBR Surya Pearl Building,

Above Karachi Bakery

Opposite To Raidurg Metro Station Hi-Tech City, Hyderabad 500081

For finishing the Joining Formalities, Please forward all the following Documents by attaching to this mail asap:

1. Passport Size Photo - 1

2. Current Address Proof (both sides) - Aadhaar Card

3. Identity Proof (both sides) - Voter ID / Driving License / PAN

4. Graduation - Original Degree Certificate - Copy - 1

5. Post-Graduation - Original Degree Certificate - Copy - 1

6. Resume

7. Filled Pre-Interview Form

8. Past work experience - All documents related to it, including payslips (Mandatory - to forward all the related documents for experienced candidate)

9. Your Bank Details as below:

Full Name:
Bank Name:
A/c Number:
IFSC :
Branch:
G pay Number:

Looking forward to your reply with the above requested documents.

Thank you.

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Regards,

Samruddhi Sakpal

HR Manager ,

Labtron Equipment Limited,

306, Raheja plaza, Off veera desai road,

Andheri (west)Mumbai

Code of Ethic - "Respect & Value Everyone"

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cognizant

Ref No: 23573911
28-Nov-2022

Vangapelli Supraja Reddy

Dear **Vangapelli Supraja**,

We have greatly enjoyed our recent discussions with you and are pleased to offer you the role of **Process Executive - Voice** with **Cognizant Technology Solutions India Private Limited ("Cognizant")**. Your place of posting will be **Hyderabad**.

Your annual total compensation will be **INR 249,996**. Please see **Compensation and Benefits** for additional details on your compensation. Cognizant has considered **0 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 **02-Dec-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")**,

Shibu Balakrishnan
AVP – HR

I have read the offer, understood and accept the above mentioned terms and conditions.

Signature: **Date:**

V. supraja.
Msc. Biotechnology.
Vangapallysupraja1664@gmail.com.
9063201664.
UID:- 111720516037.

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cognizant

Compensation and Benefits

Name: Vangapelli Supraja Reddy **Designation:** Process Executive - Voice

Sl. No.	Description	Monthly	Yearly
1	Basic	7300	87,600
2	HRA*	2920	35,040
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1800	21,600
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	4227	50,724
8	Company's Contribution of ESI @ 3.25% of Monthly Gross minus statutory exclusions	536	6,432
	Annual Gross Compensation		**249,996**
	Annual Total Compensation		**249,996**
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Annual Total Remuneration		**269,496**

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.

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 # 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

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 28-Nov-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;

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AND

Vangapelli Supraja Reddy, ____(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 compiy 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

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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

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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,

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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

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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

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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 **Vangapelli Supraja Reddy**

Shibu Balakrishnan
AVP – HR

I have read, understood and accept the above-mentioned terms.

Signature: **Date**:

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LOYOLA ACADEMY

(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

To,

The Principal

Loyola Academy

Alwal,

Sub: Declaration of Higher Studies / Placements.

I V. supraja. bearing UID number 111720516037, of class NMBT., Dept MSC. Biotechnology year of passing out 2022. request to give LOR/TC as I got into Higher Education (India/Abroad) of campus. Placement/Company in cognizant (medical scribe) College /Industry/Coaching.

Thanking you,

Signature:- V. supraja.

Phone No:- 9063201664.

Email id:- vangapallysupraja1664@gmail.com.

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LOYOLA ACADEMY ALUMNI ASSOCIATION

Application for the membership into LAAA

Personal Details

1. Name of the student: V. Supraja
2. Email ID: vangapallysupraja1664@gmail.com
3. Date of Birth: 29-06-1999.
4. Contract Address: 1-4-169/3, alwal Hyderabad.
5. Contact Details: 9063201664.

Mobile No: 9063201664. Landline: _____

6. Name of the Parents: V. Sridhar Reddy

Father: V. Sridhar Reddy. Mobile No: 7794031400

Mother: V. manjula Mobile No: 8179162129.

Professional Details:

7. Name of the Department: Msc Biotechnology.
8. Name of the course/degree: M Sc. Biotechnology
9. UID No: 111720516037.
10. Year passing: 2022.
11. Any Previous Degree: BSc. Microbiology.
12. Name of the college: Alphores women's Degree&Pg college.
13. Members of any other Alumni Association: _____
17. Membership in any other Professional Association: _____

Date: 18/01/2023 **Signature of the Students** V. supraja.

For Office Use only

The students _____ have been approved/disapproved to become a member of the LAAA.

President/Secretary **Principal**

Reason for disapproval Encl: Photocopy of the Degree Certificate

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Elancer
IT Solutions Pvt Ltd



Name : B. VEDA SREE

Designation :

Employee ID :

Blood Group :

Expire Date : 10th FEB 2023

Plot # 22, Shreya's, Jayabheri Enclaves, Gachibowli
Hyderabad-500032, India
Tel. : +91 888 553 3400

ZUMI



Name : NIRALI Y

Emp.No : 1505

Blood Group : A Positive

Issuing Authority

www.zumifoods.com

SourceOne®

Source One Management Services Pvt. Ltd.
55/A, 1st Floor, Nanjappa Road, Shanthi Nagar
Bangalore - 560 027. Ph. : 080-67573962 Fax : 080-67586205
www.msourceone.com E-mail : sales@msourceone.com
CIN : U72200KA2005PTC036903

APPOINTMENT LETTER

3rd October , 2022

Smrithy Krishnan
Hyderabad

Dear Smrithy Krishnan,

We are pleased to offer you the position of **Junior Analyst – Learning Operation.** Attached are the specific terms and conditions of our offer – please read these important details carefully, including your compensation and benefits detailed in Annexure I

Acceptance and Commencement:

Your appointment will be effective on your joining date, i.e **3rd October , 2022.** Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative joining date, this offer will be withdrawn and standees cancelled.

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

Respond via email to dc.nonit@msourceone.com to communicate acceptance of the offer and toconfirm your joining date. Please note that if you do not send your acceptance to this email ID, you will not be allowed to join on the joining date specified above.

- Any change of joining date must be sent to dc.nonit@msourceone.comat least 1 week in prior to your original joining date. The new joining dates would be no later than 5 days from the joining date specified above, in case the 5th day falls on a Saturday or Sunday or on a public Holiday the following working day will be considered as the revised joining date.

Corporate Office:

Source One Management Services Pvt Ltd
#55/A ,1st Floor , Nanjappa Road ,
Shanthinagar ,
Bangalore – 560027 Karnataka | India

You would be deployed at the client place, a separate deputation letter will be provided before joining.

Please note that it is important to be on time to complete the joining formalities. If you arrive late, you will not be allowed to join and must reschedule your joining date.

On your joining date, it is mandatory that you have to bring:

1. The original and 1 photocopy of this letter duly signed and dated by you.
2. 5 self-photographs (passport sized, color photos with a white background)
3. The originals and 2 sets of photocopies of the following documents:
4. Education degree certificate and all year mark sheets for the highest degree attained. Photocopies should include both front and back sides of certificate.
5. Relieving letter or resignation acceptance letter from your most recent employer. If you have been employed for 1year or less with the most recent employer, you must also bring a relieving letter or resignation acceptance letter from the prior employer. Include your employee number with such previous employer(s).
6. Bring 3 sets of photocopies of any one of the following documents for proof of identity: Passport or Driving license or Voter identification card or PAN card.
7. Copy of Passport - if you do not have a passport then kindly apply for a passport immediately and carry the acknowledgment on the day of your on boarding.
8. If you have stated in your application to Source One that you are differently abled, please bring the disability certificate.
9. If you have ever changed your name at any point of time and for any reason whatsoever, please bring supporting documents for the same.
10. Valid Indian Work Permit, if applicable.

*** Please note that all of the above documents are mandatory and you will not be allowed to join without them.**

Please contact us via dc.nonit@msourceone.com for any queries regarding your employmentoffer.

<u>The other terms and conditions of the offer are</u>:

1. During your employment you will be paid a CTC of **INR 3,00,000 PA** (Rupees Three Lakhs Only)Approximate Tax would be deducted every month as per the law of land and as applicable and a detailed breakup of your salary is provided as per company policy (Annexure-I). You would also be entitled of any other benefits as per company policy (Annexure I).
2. Your Date of Joining will be on **3rd October , 2022** and your initial posting will be at **Hyderabad.**
3. You will be on probation period of 6 months. After successful completion of probation period you would be confirmed as regular employee and a separate letter would be issued.
4. The normal working hours are business hours a week. You will be having leave policy as per our company policy which would be changed from time to time as per company's management decision.
5. 1st month salary would be processed on clearance of Background Check verification. If in case Background verification failure, Salary would not be paid for work tenure.

6. Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join – Applicable only for foreigners / non-Indian citizens.
7. Your initial posting will be in **Hyderabad** However, your services are transferable and you may be assigned to any office of Source One, a subsidiary, associate company or to any of our client company. In all such cases, you will be governed by the Source One company policies.

8. Source One can depute you to any of its client in India or Abroad to serve the business needs of the organization towards your rendering your full time services or consulting at client's premises and thus in that case you would be governed by Source One terms and conditions and you would act as a consultant to the client. On deputation you would be entitled for all benefits as applicable and as per Source One policies and procedures which would be briefed to you by Source One's RMG representative at Source One and for further clarification please send mail to group email ids; dc.nonit@msourceone.com

9. Your appointment is contingent upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer).

10. Your designation may be changed at the discretion of the Company depending on the work assigned to you.

11. You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.

12. If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.

13. You or the company may terminate your service at any time by giving 15 days (Fifteen Days) notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.

14. You will retire from the services of the Company on attaining the age of superannuation [58 years]

15. Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).

16. Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.

17. Your individual remuneration is strictly between yourself and the Company. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal and confidential.

18. It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.

19. While in employment with us, you will not carry on any business or enter for any part of your time, in any capacities, the services of or be employed by any other firm, company or person. You would devote your time and attention to your duties to promote the organizational interest and will not utilize any internal information, trade secrets or affairs for personal (or) competitor advantage.

20. You would be responsible for safe keeping of organizational property such as books, documents, IT & non IT infrastructure etc. which may be in your use, custody or charge and the same has to be returned in good condition and order. You will be held liable if we find you misusing/mishandling the organizational property which will lead to commercial implications like deduction from salary/FFS etc and any legality is involved then we will examine & take appropriate action as per the law of the land

21. Information pertaining to Source One operations and intellectual property is confidential and accepting this letter will be deemed as signing the non-disclosure agreement. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.

22. You will disclose to us forthwith any discovery, invention process or improvement made or discovered by you while in our service and such discovery, invention, process or improvements shall belong absolutely to the organization and be the sole property of the company. If and when required to do so by the company, you shall at the company's expense, take out or apply for letters, patents, licenses, or other right privileges, or protection as may be directed by us in respect of such discoveries, invention, process or improvement, so that the benefits thereof shall accrue to organization and you will execute to do all instruments, acts deeds and things which may be required by organization for assigning, transferring or otherwise vesting the same and all benefits arising in respect thereof in organizational favor or such other persons, firms or companies, as we may direct as the sole beneficiary thereof.

23. All employees are required to read and comply with Source One's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.

24. If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may ask you to submit all correct credentials in 5 working days failing which company can terminate your services without notice or compensation. In case of BG failure/performance issue will terminate without notice.

25. If, any time, in our opinion, which is final in this matter, you are found guilty of dis-honesty, disobedience, disorderly behavior, negligence, indiscipline, absence from duty without permission or of any other conduct considered by us determined by us detrimental to our interests, or of violation of one or more terms of this letter, your services may be terminated without notice.

26. You would undergo appraisal after completion of 4 quarters in our company which would be beneficiary for your career in terms of growth in your roles and responsibility by promoting you by giving senior roles and responsibility and designation and hike in your remuneration after your satisfactory performance at our internal projects as well as our client's on site deputation. In this regard, you have to send us your formal request to our concerned department or our concerned department would reach you on completion of your tenure with us

27. You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.

To confirm your acceptance of this offer letter on the terms and conditions specified herein, please sign in the space specified below and return the signed copy to Source One on your on boarding day.

Sincerely,

DEEPTHI SRINIVAS Digitally signed by DEEPTHI SRINIVAS Date: 2022.10.03 12:44:49 +05'30'

Ms. Deepthi S
(HR Operations)

ACCEPTANCE OF APPOINTMENT TERMS AND CONDITIONS:

I agree that I have read, understand, and accept employment with Source One Management Services Pvt. Ltd. under the terms and conditions stated above.

(Please sign below to confirm that you agree with the terms and conditions stated in this offer.)

Signature: _____

Printed Name (In Capital Letters): _____

Date of Joining (if requesting an alternative date): _____

Date: _____

Annexure I
(Compensation computation & components)

Remuneration Breakup					
Earning	**Per Month**	**Per Annum**	**Deduction**	**Per Month**	**Per Annum**
Basic & DA	**15100**	**181200**	**Employer's Statutory Deduction:**		
			PF Deduction	0	0
Flexible Benefit Plan (FBP)			Insurance	130	1560
House Rent Allowance	6003	72036	ESI Deduction	0	0
Conveyance Allowance	1207	14484	Gratuity	726	8712
Medical Allowance	1250	15000		**856**	**10272**
Performance Bonus	0	0			
Leave Travel Allowance	0	0	**Employee's Statutory deduction:**		
Bonus	584	7008	Professional Tax	200	2400
Total FBP	**9044**	**108528**	PF Deduction	0	0
			ESI Deduction	0	0
Gross Remuneration	**24144**	**289728**		**200**	**2400**
Employer's Statutory Contribution:					
PF Contribution	0	0			
Insurance	130	1560			
ESI Contribution	0	0			
Gratuity	726	8712	**Total Deduction**	**1056**	**12672**
	856	**10272**			
Annual Fixed Remuneration	**25000**	**300000**	**Gross Payable excluding TDS (Approx.):**	**23944**	**287328**

Other Benefits:
IF ESI is not applicable then by default, you will be enrolled in the Employee Group Mediclaim and Accidental Policy.

Explanation of Compensation Components

Compone nt	Summary Explanation
1. Basic Salary	The fundamental salary component to which many other compensationcomponents are linked.
2. Flexible Benefit Plan (FBP)	The FBP allows employees to choose a benefit basket that suits their needs. Forcertain elements, employees may avail of tax exemptions as per prevailing tax laws. The elements are listed below.
(a)Leave Travel Allowance (LTA)	LTA as a part of salary break-up can be used for up to maximum of economyclass airfare twice during a 4 year period.
(b) Medical	Medical Up to Rs. 15,000/- per annum as a part of salary break-up, will be exempted from Income Tax on submission of bills. To be used for medicalexpenses.
(c) House Rent Allowance	Maximum 50% of Basic Salary per annum is HRA. To be used for house rent.
(d) Conveyance Allowance	Maximum Rs. 1600/- per month. To be used for vehicle expenses.
(e) "Flat" Allowance	Remaining FBP funds/salary components and they are taxable amount.
3.Employer's Statutory Contribution:	These elements are statutory contribution by the Employer on behalf ofEmployee and are already shown in salary break-up.
(a) Provident Fund (PF)	12% of Minimum Basic Salary of Rs 15000/- as per EPF Act is contributed to theProvident Fund and this amount is Max to Rs. 1800/- p.m is a part of your salary break-up.
(b) ESIC	Until your monthly wages are upto Rs.21000/- p.m or such other amount prescribed by law, you will be covered under Employee State Insurance Act ,1948 (ESIC) and will entitled to avail benefits under the same.
© Bonus	The bonus will be paid to employees as per the Indian Bonus Act 1965
Annual Remuneration	Basic Salary + FBP + Employer's Statutory Contributions
Gratuity	The Gratuity will be paid to employees as per the Gratuity Act & rules.
Professional Tax	Professional Tax would be deducted respective State Act..

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

Leave Policy:

Types of Leave:

1) Sick cum casual Leave (SL/CL) – 12 days in a year.
2) Privilege or Earned Leave (PL/EL) – For 20 Days working, one day leave will be credited with max PL limit of balance 30 days PL retained by company till retire or resign.
3) Public Holidays: 10 days Mandatory in one year calendar. Latest Public Holiday list is available on request from HRD and also listed at public notice board
4) Maternity Leave (ML) – not more than twelve weeks as applicable.

Terms to avail Sick Leave:

1) Not more than 2times continuous days of this category of leave will be granted for any reason atany given time.
2) Any leave in this category not availed during calendar year would lapse and the same will not been-cashed or carried forward for the next year.
3) SL/CL can be availed in the following manner; In case of emergencies or if you fall sick, you have to call and inform your immediate reporting manager or HR that you will not be coming in for duties on that day. If you do not call and inform, the same will be treated as absence, and will be treated as leave without pay. Hence, as far as possible employees have to take approval before availing leave.
4) Sundays can be prefixed or suffixed and will not be included as leave. Similarly holidays falling within the leave period will not be included as leave.

Terms for availing Privilege / Earned Leave (PL/EL):

1) All leave will be granted at the sole discretion of the management, in view of Company's work from time to time. The management will have full discretion to refuse / revoke / or curtail leave when required.
2) Employees can avail PL/EL for not more than three times in a year. PL / EL should be availed fora minimum of continuous three days and to a maximum of not more than continuous 10 days at a given time.
3) PL has to be approved 15 days before proceeding on leave.
4) Sunday or holiday can either be prefixed or suffixed. Only one is allowed. I.e. either you can prefix or suffix a Sunday / holiday. Also any Sunday or holiday falling in between the leave period would be counted as leave.
Example (a) If an employee applies for leave from Saturday (1st day of the month) till Sunday (9^{th}day of the month) and reports for duty on Monday 10th day of the month it will be considered as 8^{th}days of PL/EL. Hence 9th day (Sunday) is allowed to be suffixed to the leave.In the above example, if the employee reports to duty on Tuesday (11th day of the month) then it will be considered as 10 days of PL/EL.Example (b) where an employee takes leave from Monday to Saturday, it will still be considered as only 6 days PL/EL.Example (c) Where an employee applies leave for Saturday and Monday 1st this would be considered under SL category. In case an employee has exhausted all leaves of this category, then it would be granted under PL/El considering it as 3 days of leave and not 2 days, but in such a case if leave is required under Pl employee should have applied 15 days in advance.

Leave Encashment:

Leave encashment benefit would be available for employee completing one year at Service. PL/EL can be carried forward up to a maximum of 30 days for 2 Years. 30 (Thirty Days) PL would be mandatory to keep balance at company until you retire or resign from duty. Excess PL can be encashed, for all such

employees who have more than 30days of leave balance at the start of the year by the accounts Department; for encashment of your PL please write payroll@msourceone.com. The basis for computing leave will be "Basic Salary" on a 30 days month basis.

Example:
On Dec31st if you have 26 days PL and on Jan 1st next year 15 more days of PL will be credited hence your total PL will be 26+15=41 days. Hence 11 days leave will be encashed and you will have only 30 days as PL/El in credit which will not be redeemed until retirement or resign.
As the management encourages employees to go on leave for rest and recuperation, it is recommended that each employee plans and avails this facility but subject to exigencies of company's work from time to time. If an employee has applied leave and the same cannot be sanctioned, the management would allow to encash such leave for the employees benefit at the end of the financial year or any other date as decided by the management.

Advance PL /EL:
In case of genuine and extreme emergency, the management may at its sole discretion grant leave before it is earned and credited to an employee's account. Such leave will be debited to an employee's leave account (to be adjusted) as and when leave is actually credited. The MD may consider advance leave on a case to case basis. It is emphasized here that this is a deviation and will not be approved in the normal circumstances.In case the employee leaves the services of the company before this advance leave credit has been earned and ratified, the same shall be deducted / adjusted as a part of the full and final settlement of the employee.
Note: If an employee has applied for leave on a particular day (PL/EL/SL) and that day as per Negotiable Instruments Act if we declare a holiday then for the person who have already applied for leave and has been sanctioned it would be continued as leave and not holiday.If an employee has taken certain days of leave and extends their leave with or without intimation the same could be counted as absent even if they have leave in their credit.
Exceptions: If the MD would grant any, based on written explanation and request for example; if an employee takes 4 days leave and fails to report of the 5th day on the 6th day then the 5th day would be counted as absent.

Compensatory Off:
Employees working on Sundays and holidays as per holidays list to meet project deadlines approved by the project head shall be compensated with leave for every such day of work Employees in the management cadre are not eligible for compensatory off.

Rules for availing Compensatory Off:
Application for compensatory off should also be updated in the leave card and get it sanctioned by the respective manager. Approval for compensatory off should be obtained at least 2days in advance in writing and cannot be applied after resuming for duties.Compensatory off cannot be carried over / accumulated to the next year Maximum 2 compensatory off can be availed during any month.Compensatory off cannot be encashed.Compensatory off cannot be considered for adjustment against notice period at the point an employee leaving the company's service.
Employees coming under non-managerial category will get the leave credit for compensatory leave / off when working on designated weekly holidays / other declared holidays and a written permission is given by the concerned HOD / Project Manager.

Maternity Leave:
All the women employees who have worked not less than 120 days in twelve months immediately preceding the date of delivery are eligible for 24 weeks maternity leave of which 12 weeks before the delivery and 12 weeks after the delivery.

The maximum period for which any women shall be entitled to maternity benefit shall be 24 weeks of which not more than 12 weeks shall precede the date of her extended delivery.A women suffering from illness arising out of pregnancy, delivery, premature birth of child(miscarriage, medical termination of pregnancy or tube tour operation0 shall on production of such proof as may be prescribed be entitled in addition to the period of absence allowed to her, as the case may be to leave with wages at the rate of maternity benefit for a maximum period of one month. The certificate of recognized surgeon of Government Hospital is valid to claim this leave.

Paternity Leave:
All married male employees would be eligible for 5 days paternity leave to be with the newly born child or adopted child for a maximum of two children. Paternity leave must be consumed within three months from the birth of the child or adoption.All holidays occurring within the period of paternity leave would be reckoned as part of the paternity leave.

Pending Leaves adjustment against Notice period:
Privilege leave cannot be considered for adjustment against notice period at the time of an employee leaving the services of the company. Further that time if an employee has PL balances in account the same will be calculated for the number of month worked and the same can however been cashed by employee or can be adjusted with any notice not served, claims etc. by employer and be paid through final settlement
For example: If an employee resigns on 1st at March and has to be relieved on 31st March her leave encashment will be worked as under:No of days of PL /12*3 (3 months worked) which is 15/12*3=3.75.
If he has not taken any leave then the 3.75 days for that calendar year plus any other PL which is in credit at the start of the year would be encashed on basis of the basic salary and paid.
If she has taken more leave (i.e. more than 3.75+leave at credit at the start of the year) then the same would be deducted at the time final settlement.

Helpline numbers for employees:

- RMG issues please reach out to dc.nonit@msourceone.com
- For Opening a Bank Account, please reach out at bankaccount@msourceone.com
- For PF/ESI please reach out at pfandesi@msourceone.com.
- Any Type of HR related documents please reach out to dc.nonit@msourceone.com
- For Salary / Reimbursement / Shift Expense payments and Payslips reach out to payroll@msourceone.com
- Any leaves taken needs to be approved by the manger & the same mail has to be sent to dc.nonit@msourceone.com.

Escalation Matrix:

- Please send mail to deepthi@msourceone.com & contact 9342205615.
- On special critical occasion you can reach out to CEO – Sanjay Anand at ceo@msourceone.com

ರೇಣುಕಾದೇವಿ ಪ್ರಗತಿಪರ ಮಹಿಳಾ ಸೇವಾ ಸಂಘ
ಫ್ಲಾಟ್ ನಂ. 97ಎ (ಸಿ.ಎ.ಫ್ಲಾಟ್), ಹೊನಗ ಇಂಡಸ್ಟ್ರಿಯಲ್ ಏರಿಯಾ, ಬೆಳಗಾವಿ – 591 113
RENUKADEVI PRAGATHI PARA MAHILA SEVA SANGHA
Plot No 97-A, (C.A. Plot) Honaga Industrial Area, Belagavi-591113. Mob.: 6363892157
E-mail : renukadevibelgaum@gmail.com
GSTIN : 29AABAR9590G1ZZ

ಸಂಖ್ಯೆ :

ದಿನಾಂಕ :
14.10.2022

Sushma T,
Sai Nagar Camp,
Kembhavi, Shapur(t),
Yadgiri (Dt)- 585216 Karnataka
sushmatalliri44@gmail.com
Ph. No: 7349154973

Dear Sushma T,

Sub: **APPOINTMENT LETTER**

This has reference to your application and interview you had with us on 13.10.2022. We are pleased to offer you the post of **"Assistant Project Coordinator"** in our Society subject to the following terms and conditions;

1. You shall be getting a consolidated salary of **Rs.15,000/-** (Rupees Fifteen Thousand only) per month. At the discretion of the Society, the salary could be revised based on your performance.

2. You will be posted at **Belgaum**. If required you need to travel to other districts in Karnataka. You are liable to be transferred to any place / Department / Division / Factory / Unit / Group Society, which are presently operating and likely to come up in future, depending upon business circumstances. In case of transfer, you will be governed by rules and regulations, which are in force at the place where you are transferred.

3. You will be reporting to **"PROJECT HEAD"/UNIT HEAD** at our Society.

4. You will be governed by all the rules, regulations and standing orders applicable to the Society, which are in force from time to time.

5. You will be on probation for a period of **1 Year** from the date of joining. However, if your performance during the probationary period is not satisfactory, the Society reserves the right to either extend the period of probation by a written order for any further period or periods as it deems fit or terminate the services by giving one month salary.

6. You have to serve the society for a minimum period of 2 years.

7. You will not divulge either by word of mouth or otherwise the technical knowhow, knowledge, information, formula, processes, methods, compensations, ideas or documents, and any other related information with anyone outside the Society

efficiently to promote and further the interests of the Society in every way within your powers. Will discharge such work as are assigned to you by the Society from time to time.

8. While serving the Society, you should not engage yourself, directly or indirectly, without the prior consent in writing of the Society with or without remuneration in any trade, business, occupation, employment, services or consultancy nor shall you undertake any activities which are contrary to or inconsistent either with your duties and/or obligations under this appointment or with the Society's interests.

9. In case, if we are not in a position to provide any work, you may be terminated by giving Two months' salary, during the period of employment.

10. Any time before tendering resignation, you are required to serve 2 months of notice period without any dispute to the norms of the society.

11. Notwithstanding anything to the contrary contained herein, the Society shall be entitled to forthwith terminate your appointment without any notice or payment of any kind whatsoever, in the case of any act of dishonesty, disobedience, insubordination, incivility, intemperance, irregularity in attendance, misconduct or neglect of duty, or incompetence in the discharge of duty on your part or, breach of any of the terms, conditions and stipulations contained herein;

12. You are invited to join duty on or before 19.10.2022

13. You are advised to submit original certificate for verification to prove your qualification, age, experience and last drawn salary at the time of joining. In case if you fail to produce the above document, this offer letter will be reversed.

14. As a token of acceptance, please sign a copy of this letter and return the same to us.

We take this opportunity to welcome you to our Society for a long-standing relationship.

Yours faithfully,
For Renukadevi Pragathipara Mahila Seva Sangha

Authorised signatory

ACCEPTANCE OF THE EMPLOYEE

I, hereby, agree to abide by the terms and conditions of this Letter for offer of Appointment and I am aware that any lapse in my meeting the set performance standards/misconduct and any disciplinary issue would result in legal/disciplinary action against me/or employment termination.
I agree to join on Oct 19th, 2022.

SIGNATURE OF THE EMPLOYEE

Beanery Foods Pvt. Ltd.
Plot 54, Sagar Society, Road No 2, Banjara Hills, Hyderabad – 500034, India
Ph: +91 9704533386

BEANERY FOODS PVT. LTD.

September 26, 2022
Hyderabad

Ms. Teegalla Manasa
1-38-2983/A Rasoolpura
Indirammanagar, Begumpet
Secunderabad
Telangana-500003

Mobile: 7799101616
Email: tigullamanasa589@gmail.com

Sub: Offer Letter

Dear Ms. Manasa,

With reference to your application and subsequent interview you had with us, we are happy to offer you the position of "**Associate – R&D & QC**".

Your appointment will come into effect from the date of joining. An appointment letter with all terms and conditions of your employment, which have been discussed with you and agreed upon, will be issued at the time of joining.

Please acknowledge and confirm. This offer is valid subject to the date of joining latest by 03rd October, 2022.

With best regards,

Authorized Signatory

Dated:06th Sep, 2022

To
Ms. V JYOTHI N V S V PRIYA,
Hyderabad, Telangana.

Dear **V JYOTHI N V S V PRIYA.**

Sub:- Letter of Offer cum Internship Confirmation – Reg.

With reference to your application and subsequent interviews you had with us, the management is pleased to offer you the position of **Intern- Operatoins** in our organization with a monthly stipend of INR**. 20,000/-** (Rupees Twenty Thousand only) - All inclusive. Your internship period will be for **Three months** from the date of joining. Based on the performance and requirement of position, your internship will be extended or converted to full time.

Initially you will be placed at **Hyderabad** as your head quarter and covers assigned territory, and you will be responsible and reporting to **Team Lead**.

In accordance with the administrative requirements of the company, we request you to kindly submit the following documents.

1. Certificates in support of your educational qualifications (10th standard to Graduation)
2. No objection certificate (NOC) from college.
3. Two Passport Sized color photographs
4. Proof of Identity & Address.
5. Reference name, address & contact number.

You are advised to join us on or before **12st September 2022**. If you fail to join us as advised, this letter of offerstands cancelled.

Note* You are eligible take one sick leave per month during your Internship period.

For Sids Farm Private Limited

Sujatha Ramakott
GeneralManager – HR

I accept the offer of appointment on the above terms. Signature:

…… Date: ……

ONBOARDING GUIDELINES

Date of Joining:12-Sep- 2022.

Reporting Time: 10 am.

Reporting To: Mr.Nagur Vali -HR (Executive)

Mobile No & Email: 8309080683 | nagurvali.shaik@sidsfarm.com

Reporting Venue: 7th Floor, Vijay Sai Towers, Vivek Nagar, Kukatpally,Hyderabad,Telangana500072.

Land mark: Reliance Digital | Pillar No. A 820,
Google Location Link: : https://maps.app.goo.gl/ShojpYFE7FBWnZwQ8

Nearest Bus Station: JNTUH/ KPHB Colony

Nearest Metro Station: KPHB Colony

Nearest Airport: RGIA - Shamshabad
Cab Services: OLA | UBER

Emergency contact: 9581484999 – Naveen Kumar K – Asst. Manager-HR

DAY 1 onboarding plan:

- Joining formalities
- Frontline Team introduction
- Office Tour
- Other formalities

PRAYAGH NUTRI PRODUCTS PVT. LTD.
Survey No. 279 & 280 Peddammagadda,
Gaganpahad, Hyderabad-500 052,
R.R. Dist., T.S., India
E-mail : info@prayagh.com / prayagh@rediffmail.com
Website : www.prayagh.com
CIN No. U24129TG1999PTCO33183

To,

Date: 09.01.2023

Mr. Harish Chepuri
Address : Kurella, Koheda, Siddipet,
Telangana – 505 473.
Email Id : harishchepuri49@gmail.com
Cell : 89197 26894.

Sub: - OFFER LETTER

- This has the reference of your application and subsequent interview you had with us, we are pleased to inform you that you will be appointed as **"Purchase Assistant"** for our Head Office at Gaganpahad on the following terms and conditions.
- You will be paid a **CTC of Rs. 3, 19, 320/- (Rupees Three Lac Nineteen Thousand Three Hundred Twenty Only) per annum**.
- Your probationary period is Three months. After completion of your probationary period, it will be at the discretion of the management, either to confirm your service or to extend your period of probation. Your service will be terminated, if your performance is not found satisfactory. After successful completion of the probationary period, your services will be confirmed, and detailed Appointment letter will be issued.
- You will devote yourself diligently and faithfully to the work that may be assigned to you from time to time and will confirm to such directions that should be given to you by your superiors. You will be governed by the rules and regulations applicable to your category of staff employed in our organization.
- You should not divulge any official information or documents of confidential nature to any person while in service or even thereafter. You are requested to produce.
- You are requested to join on or before **09.02.2023.**
- Please sign the duplicate copy of this letter as a token of your acceptance and hand it over to us along with the documentary evidence in proof of your date of birth. educational qualifications and previous employment certificates etc
- We are happy to welcome you to our organization and look forward to a long and happy association.

Thanking You,

For M/s Prayagh Nutri Products Pvt. Ltd.

PRAYAGH NUTRI PRODUCTS (P) LTD. HYD'BAD

Suresh Tiwari
(General Manager – HR)

DT : 09.01.2023

Salary Structure - Mr.Harish Chepuri			
Components	**Monthly**	**Annual**	**% of CTC (Monetary)**
Basic Salary	13,305	1,59,660	50.00%
HRA	5,322	63,864	20.00%
LTA	1,597	19,159	6.00%
Special Allowances	1,729	20,747	6.50%
Monthly Gross	**21,953**	**2,63,430**	
Er Contribution to PF	1,800	21,600	6.76%
Gratuity	640	7,680	2.41%
Retirals	**2,440**	**29,280**	
Bonus	2,218	**26,610**	8.33%
Others			
Food coupons		-	**0.00%**
CTC (Monetary)	**26,610**	**3,19,320**	

*** Group Insurance of 3 lac for Self, Spouse and two children.**

For PRAYAGH NUTRI PRODUCTS PVT. LTD.

SURESH TIWARI
(General Manager - HR)

LOYOLA ACADEMY
(DEGREE & PG COLLEGE)
OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA
(Autonomous and Affiliated to Osmania University)
Re-accredited with 'A' Grade (III Cycle) by NAAC
A "College with Potential for Excellence" by UGC
www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 14.11.2022

TEMPORARY APPOINTMENT ORDER

To
Mr. DEEGOJU PRANAY KUMAR
Assistant Professor in Food Technology

Dear Mr. Deegoju Pranay Kumar

With reference to your application for the post of **Assistant Professor in Food Technology** in the Department of **FOOD TECHNOLOGY & MANAGEMENT (PG)** in our College, the Management is pleased to appoint you purely temporarily in the said post for the academic year **2022-23** on the following terms and conditions:

01. Your appointment is purely temporary for a period from **14.11.2022** to **30.04.2023. However, you will not be permitted to leave the College before end of the term.**

02. Your services will come to an end on expiry of the period mentioned in your appointment order, i.e., after F.N. of **30.04.2023**.

03. You will be paid Rs. **30,000/-** per month.

04. During the temporary period of service, your services are liable to be terminated at any time with **one** month notice or **one** month salary in lieu thereof if the Management is not satisfied with your services or if there is no required workload. In this, the decision of the Chairman, Loyola Academy Society, Secunderabad is final. During the period of your service, you shall carry out the duties entrusted to you efficiently and conscientiously and abide by the service rules of the institution.

05. You shall not seek any employment outside the College when you are in the service of the College without the written consent of the Management.

06. You shall not leave the services of the College without giving one month notice or paying one month salary in lieu thereof to the Management.

07. During the above stipulated period of service, you will be entitled to only **one day casual leave** per month.

Contd.... Page.... 2

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

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08. You are requested to take an active part in N.S.S., Extension Programme and other Extra-curricular activities of the College.

09. You shall abide by the service rules by-laws/Regulations/Resolutions and terms and conditions etc., by whatsoever name called by the Governing Body of Loyola Academy Society, and of the Jesuit Province Society, Hyderabad.

10. In matters pertaining to duty hours, days off, holidays, leave etc., you will be governed by the rules framed and enforced by the College/Management in this regard. You are to put in a net total of minimum 20 hours of classes per week.

11. You are always directly accountable to the Correspondent of the College and your services will be utilized according to the need of the College during your service period.

12. This appointment is valid only on the day of reporting to duty

If you accept the post offered in this College with the terms and conditions as detailed above, you are hereby requested to return the (duplicate) copy of Appointment Order duly signed as well as the joining report.

(Fr CH AMARA RAO, SJ.,)

Correspondent

LOYOLA ACADEMY,

ALWAL. SECUNDERABAD-10

First Floor, Plot No.47, Raviraja
Industries,Technocrat Industrial Estate,
Balanagar,Hyderabad-
500037,Telangana, India

Ref:ZH/HR/OFFER/10/2022 Date:7th October 2022To,

Mr.G.RathnaBabu,

8-2-120/112/A-2, Jubilee hills Check post , Rd no 9Flatno 270,Hyderabad,Telengana-500033

E-rathnababu1997@gmail.com

OFFEROFAPPOINTMENT

With reference to your application and the subsequent interview you had with us, we are pleased toappoint you as "**Research Executive-Innovations & Science**" in our organization on the following termsandconditions.

1. You will be paid Rs. 4,50,000 (Four lakh and Fifty thousand only) as CTC per annum for firstyear.
2. You will be on probation for the period of six months from the date of your joining and the saidperiod shall be liable to be extended irrespective of the time limit, purely at the discretion of themanagement. You shall continue to be on probation till your services are confirmed in writing bythe management. However, your services are terminable by giving you **ONE MONTH** notice or**ONEMONTH**salaryinlieu ofnotice.
3. You are requested to report for duty on or before 10th October 2022 failing which the offer standscancelled.
4. Youundertaketomaintainconfidentiality ofinformationregardingthecompanyproducts,Projects &willsignaconfidentialityprotectionagreement.
5. At thetime ofjoiningpleasebringthefollowingdocuments.
   a) PhotocopiesofEducationCertificateandoriginal forverification
   b) Photographs(2)passportsize
   c) Relivingcertificatefrompreviousemployer(Ifapplicable)
   d) MedicalFitness certificatefromDoctor
   e) PhotocopyofAadhaar Card/PanCard/Bankaccount details

Thedetailedappointment letteralongwithjobdescriptionwill beissueduponyourjoining.

WithBest Wishes,

ZeusHygiaLife SciencesPvtLtd

AuthorizedSignatory,





First Floor, Plot No.47, Raviraja
Industries,Technocrat Industrial Estate,
Balanagar,Hyderabad-
500037,Telangana, India

Acceptance:

Iherebyacceptyourofferfor thepositionof **"Research Executive-Innovations & Science"** vide yourletter (Ref: ZH/HR/OFFER/10/2022) dated7th October 2022 and return herewith acceptance copy dulysigned.

(Mr. Rathna Babu)

Jaipuria
Let's Grow Together

PEARL BEVERAGES LIMITED

An ISO 22000-2005 Company
302/325, Nadimpalem, Yadlapadu (S.P.O.) Guntur - 522 233
Tel : 98666 27001
E-mail : pearlbeveragesltdguntur@gmail.com – CIN No. U15549DL1996PLC079678

Date: 30th August, 2022

PBL / HR / 2022

To

Mr. T.SUNIL KUMAR
S/o. Sri.T.Babu Rao
Velpucharla, Mother Teresa Nagar,
Musunuru (MD),
Krishna – 521207.

Dear Sunil Kumkar,

Sub: Job offer letter for the post of **"Tr. Executive – Quality Control"**.

* * *

Please refer to the discussions that you had with us on 30-08-2022.

We are pleased to offer you an appointment as **"Tr. Executive – Quality Control"** in our organization as per the terms & conditions agreed at the time of discussions you had with us personally. You shall be required to report for duty on or before 01-09-2022.

You are further required to submit all documents / testimonial in support of your qualifications, experience etc., at the time of joining.

A detailed letter of appointment order giving terms and conditions shall be issued to you on your joining our company.

Please sign duplicate copy of this letter as a taken of your acceptance.

Thanking you,

Yours Faithfully,

For **PEARL BEVERAGES LIMITED.**

30/8

(M. A. Humayun)
D.G.M. – HR

HEAD OFFICE
702, Ansal Bhavan, Kasturba Gandhi Marg, New Delhi 110 001
Tel. : (011) 23359611, 23716782, 23721746 Fax : (011) 23327747

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Phone No.040-24020557

HRD CONSULTANCY SERVICES

MRR Complex, 1st floor, Beside D- Mart, Vanasthalipuram-Hyderabad.

Proceedings No.52/HRDCS/2022 Dated: 01-11-2022

To
Mr.Mohd Ahmed Abid Ali Khan

Sub: H.R.D.Consultancy Services, Hyderabad - Appointment for the post of Junior Analyst (Out Sourcing Basis) – Accepted and Appointment – Orders – Issued – Regarding.

Ref: 1) Rc.No.995/FSS-1/2022
2)Curriculum Vitae of Mr.Mohd Ahmed Abid Ali Khan,Dated: 01.11.2022.

ORDER:

According to the reference 1st cited the appointment will be made on an outsourcing basis subject to the terms and conditions set out in the MOU between the Director IPM Hyderabad and the managing partner HRDCS, Hyderabad.

In the reference 1st cited read above, the Director, IPM has requested to fill up the vacant post with a suitable candidate immediate, as per MOU.

Accordingly Mr.Mohd Ahmed Abid Ali Khan is hereby appointed to the post of Junior Analyst in the Office of the Director, Institute of Preventive Medicine, Public Health Labs., & Food (Health) Admn., T.S.,Narayanaguda, Hyderabad under the control of the Director IPM, Hyderabad with effect from 02-11-2022 with a remuneration of Rs. 25,000/- (Rupees Twenty Five Thousand Only) per month on purely temporary under out sourcing basis with certain conditions and guidelines.

The individual is instructed to report to the Director, Institute of Preventive Medicine, Public Health Labs & Food (Health) Administration, T.S.,Narayanaguda, Hyderabad immediately.

The contract is valid for 6 months from the date of joining.

Your appointment is purely temporary and your services will be terminated at any time without assigning any reasons.

Gandour
SINCE 1857

Dated: 25th Nov 2022

To,

Mr. Abilash K
ECIL, Hyderabad,
Telangana - 500062

Dear Mr. Abilash K,

With reference to your application & the subsequent interview you had with us, we are pleased to inform that you have been selected as In Plant Trainee for Six months from **28th Nov 2022 to 31st May 2023.**

During this period, you will be entitled a **stipend** of **Rs.9000/-** (Rs. Nine Thousand only) per month and monthly allowance of **Rs.1000/-** (Rs. One Thousand Only) per month.

During In Plant Training at Gandour India food Processing Pvt ltd, you will be governed by "Guidelines for student Trainees", copy of which enclosed herewith at **Annexure – I** for your reference. During the training period, your Guide / Mentor will be **Mr. Shaik Asif Tanveer, Assistant Manager – Quality**. In case you have any query, please do not hesitate to get in touch with Mr. Naveen on +914027187000

Thanking You,
For **Gandour India Food Processing Pvt. Ltd.**

Shuddha Sattwa Das
Head – HR

Encl: As above

A.Nikitha
April 22,2022
Hyderabad.

Dear **A.Nikitha,**

We take great pleasure in offering you the position of **Associate** as per the terms and conditions mentioned below.

Note: *This conditional offer letter requires successful completion of the* ***internship and post-graduation****. The* ***internship*** *will start on* ***May 02, 2022,*** *and continues until you meet the criterion mentioned above. During this period, a stipend of* ***Rs. 5,000*** *(Five Thousand Rupees Only) is paid.* *After successfully completing the internship, the trainee is eligible for full-time employment.* ***A Gross Salary of Rs.3,60,000 (Three Lakh Sixty Thousand Rupees only) is paid per annum as a full-time employee.***

Compensation details are contained in Annexure 1.

Terms and Conditions/Agreement:

Engagement and Services

(a) Engagement. Neo Valley Technology Services India Ltd., hereafter CloudScouts or CloudScouts Technologies, hereby engages the employee to provide and perform the services, and the Employee hereby accepts the engagement.

(b) Standard of Services. All Services to be provided by Employee shall be performed with promptness and diligence in a workmanlike manner and at a level of proficiency to be expected of an employee with the background and experience that Employee has represented it has. CloudScouts shall provide such access to its information, property, and personnel as may be reasonably required to permit the employee to perform the Services.

(c) Representation and Warranty. Employee represents and warrants to CloudScouts that it is under no contractual or other restrictions or obligations that are inconsistent with the execution of this agreement or which will interfere with the performance of the Services.

2. Consultancy Period and Termination

1. Commencement This Agreement shall commence from **May 02, 2022,** and shall remain in effect until termination. The joining date will be adjusted if the employee is available to join early.

2. Termination This agreement may be terminated by the employee, without cause, and without liability, by giving 90 days ' written notice of such termination to CloudScouts. CloudScouts reserves the right to terminate the employee without cause and without liability by giving 90 days' written notice of such termination to the Employee. Either Party may terminate this agreement by giving seven calendar days written notice of such termination to the other Party in the event of:
    1. Material breach by the other Party.
    2. Any other breach that a Party has failed to cure within [Seven Days] 7 calendar days after receipt of written notice by the other Party,

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3. The death or physical or mental incapacity of Employee or any key person performing the Services on its behalf as a result of which the Employee or such key person becomes unable to continue the proper performance of the Services,
4. An act of gross negligence or wilful misconduct of a Party, and
5. The insolvency, liquidation, or bankruptcy of a Party.

6. Effect of Termination. Upon the effective date of termination of this agreement, all legal obligations, rights, and duties arising out of this agreement shall terminate except for such legal obligations, rights, and duties as shall have accrued prior to the effective date of termination and except as otherwise expressly provided in this agreement.

3. Timesheet

1. Time Sheet. The Employee is required to submit his/her time every week. Details of the timesheet entry tool will be provided.

4. Additional Consultancy Clauses

1. The employee is required to suit his working hours to overlap with the client for business meetings.
2. Employee to represent and act only as an agent of CloudScouts-to-CloudScouts clients, active prospects, and CloudScouts team members.
3. CloudScouts code of conduct and other policies as applicable should be adhered to while working at CloudScouts office.
4. Employee agrees that while this contract is in force, he/she will never discuss directly or indirectly with any CloudScouts Client representative the status of his employment with CloudScouts, current compensation.
5. Employee hereby agrees to not discuss his/her remuneration within CloudScouts with any CloudScouts employee or contractor other than a CloudScouts Director or CloudScouts Human Resource representative.
6. The employee should be available to work from 2.00 PM IST to 11.00 PM IST.
7. The employee is allowed 20 days' worth of paid leaves (casual leaves). Execution of these leaves must be agreed well in advance with the line manager.
8. There is no limit on sick leaves. However, availing of sick leave for more than two continuous days must be supported by a doctor's certificate.

5. Work Product and License

(a) Defined. In this agreement, the term "Work Product" shall mean all work product generated by Employee solely or jointly with others in the performance of the Services, including, but not limited to, any and all information, notes, material, drawings, records, diagrams, formulae, processes, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks and trade secrets.

(b) Ownership. The employee agrees to assign and does hereby assign to CloudScouts all rights, title, and interest in and to the Work Product. All Work Product shall be the sole and exclusive property of CloudScouts, and Employee will not have any rights of any kind whatsoever in such Work Product.

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Employee agrees, at the request and cost of CloudScouts, to promptly sign, execute, make and do all such deeds, document acts, and things as CloudScouts may reasonably require or desire to perfect CloudScouts' exclusive right, title, and interest in and to any Work Product.

The employee will not make any use of any of the Work Product in any manner whatsoever without CloudScouts' prior written consent. All Work Products shall be promptly communicated to CloudScouts.

(c) License. If Employee integrates any work that was previously created by the Employee into any Work Product, the Employee shall grant to, and CloudScouts is hereby granted, a worldwide, royalty-free, perpetual, irrevocable license to exploit the incorporated items, including, but not limited to, all copyrights, patents, designs, trade secrets, trademarks or other intellectual property rights, in connection with the Work Product in any manner that CloudScouts deems appropriate. Employee warrants that it shall not knowingly incorporate into any Work Product any material that would infringe any intellectual property rights of any third party.

6. Confidential Information

(a) Defined. In this agreement, the term "Confidential Information" shall mean the Work Product and any and all information relating to CloudScouts business, including, but not limited to, research, developments, product plans, products, services, diagrams, formulae, processes, techniques, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks, trade secrets, customers, suppliers, markets, marketing, finances disclosed by CloudScouts either directly or indirectly in writing, orally or visually, to Employee. Confidential information does not include information which:

1. Is in or comes into the public domain without breach of this agreement by the Employee,
2. Was in possession of the Employee prior to receipt from CloudScouts and was not acquired by the Employee from CloudScouts under an obligation of confidentiality or non-use,
3. is acquired by the Employee from a third party, not under an obligation of confidentiality or non-use to CloudScouts, or
4. is independently developed by the Employee without the use of any Confidential Information of CloudScouts.

(b) Obligations of Non-Disclosure and Non-Use. Unless otherwise agreed to in advance and in writing by CloudScouts, Employee will not, except as required by law or court order, use the Confidential Information for any purpose whatsoever other than the performance of the Services or disclose the Confidential Information to any third party.

The employee may disclose the Confidential Information only to those of its employees who need to know such information. In addition, prior to any disclosure of such Confidential Information to any such employee, such Employee shall be made aware of the confidential nature of the Confidential Information and shall execute, or shall already be bound by, a non-disclosure agreement containing terms and conditions consistent with the terms and conditions of this agreement. In any event, the Employee shall be responsible for any breach of the terms and conditions of this agreement by any of its employees. Employee shall use the same degree of care to avoid disclosure of the Confidential

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Information as it employs with respect to its own Confidential Information of like importance, but not less than a reasonable degree of care.

(c)Return of Confidential Information. Upon the termination or expiration of this agreement for any reason, or upon CloudScouts earlier request, Employee will deliver to CloudScouts all of the CloudScouts property or Confidential Information in a tangible form that Employee may have in its possession or control. The Employee may retain one copy of the Confidential Information in its legal files.

7. Non-Publicity

CloudScouts and Employee agree not to disclose the existence or contents of this agreement to any third party without the prior written consent of the other Party except: (i) to its advisors, attorneys, or auditors who need to know such information, (ii) as required by law or court order, (iii) as required in connection with the reorganization of a Party, or its merger into any other corporation, or the sale by a Party of all or substantially all of its properties or assets, or (iv) as may be required in connection with the enforcement of this agreement.

8. Assignment

The Services to be performed by Employee hereunder are personal in nature, and CloudScouts has engaged Employee as a result of Employee's expertise relating to such Services. Employee, therefore, agrees that it will not assign, sell, transfer, delegate, or otherwise dispose of this agreement or any right, duty, or obligation under this Agreement without CloudScouts' prior written consent. Nothing in this Agreement shall prevent the assignment by CloudScouts of this Agreement or any right, duty, or obligation hereunder to any third party.

9. Non-compete and non-solicitation:

Employee shall not, for a period of 12 months from the Termination Date of employment and while, either on his/her account (whether directly or indirectly) or as representative, employee partner, director, financier, shareholder, or agent of any other firm, person, CloudScouts or organization:

1. Be engaged or interested in any business concern which shall be in India or abroad and be in competition with CloudScouts or with CloudScouts related companies, in the provision of the relevant services, being services of a kind with which you were concerned to a material extent during the period of 12 months prior to the termination date, always provided that nothing in this section shall restrain you from engaging or being interested as aforesaid in any business in so far as your duties or work relate principally to services or goods of a kind with which you were not concerned during the period of 12 months prior to the termination date; or
2. Have any direct or indirect dealings with any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
3. Canvas or solicit or entice away any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
4. Solicit, induce or entice away from CloudScouts or CloudScouts related companies, any employee.

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CloudScouts will be entitled to a legal remedy to the full extent of the law if this clause is not adhered to in any way.

10. Discrimination And Harassment in Workplace :

The organization upholds high Work Ethics and does not tolerate harassment and abuse in the workplace. Any discrimination based on age, disability, gender, nationality, race, color, religion, social or ethnic origin, sexual orientation. It is strictly forbidden. The indulgence of any of the above actions will be followed by necessary steps that can even lead to the employee's termination with immediate effect.

11. Governing Law

This agreement shall be governed by and construed according to the laws of India without regard to its rules on conflicts of law.

12. General

This agreement constitutes the entire agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This agreement may not be modified other than by a written instrument executed by duly authorized representatives of the Parties.

No waiver of any provision of this agreement shall constitute a waiver of any other provision(s) or of the same provision on another occasion. Failure of either Party to enforce any provision of this agreement shall not constitute a waiver of such provision or any other provision(s) of this agreement.

Should any provision of this agreement be held by a court of competent jurisdiction to be illegal, invalid, or unenforceable, such provision may be modified by such court in compliance with the law giving effect to the intent of the Parties and enforced as modified. All other terms and conditions of this agreement shall remain in full force and effect and shall be construed in accordance with the modified provision.



Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: A.Nikitha
Title: Associate

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Annexure 1

Statement of year Remuneration and Entitlements:

Name: A.Nikitha
Designation: Associate

Salary Details	Amount (Rs) pa	Amount (Rs) pm
Gross Salary	339,622.65	28,301.89
Employer PF Contribution	20,377.35	1,698.11
CTC Amount	**360,000.00**	30,000.00
Take Home Estimation		
Earnings		
Basic	169,811.32	14,150.94
HRA	84,905.66	7,075.47
Special Allowance	84,905.66	7,075.47
Earnings Before Deductions	**339,622.65**	**28,301.89**
Deductions		
Professional tax	2,400.00	200.00
Employee PF Contribution	20,377.35	1,698.11
Earnings After Deductions	**316,845.29**	**26,403.77**

TOTAL COST TO THE COMPANY

(Three Lakh Sixty Thousand Rupees Only)



Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: A.Nikitha
Title: Associate

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Annexure 2

Kindly submit photocopies of the following documents:

1. Education Certificate(s)
2. Prior Experience & Relieving letter
3. Latest Payslip
4. Appointment letter from the previous Employer
5. Latest Increment letter from the previous Employer
6. True copies of Passport/PAN/Aadhar
7. Bank Account number
8. Back Name & IFSC code
9. Family details for Group health insurance

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NexTurn India Private Limited
1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India
Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Ms. Chintala Strilekha
Loyola Academy Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad 500015
Mobile No.: 8328292538
e - mail: srilekhareddy2804@gmail.com

Sub: Offer Letter

Dear Strilekha,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.10,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a **"Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 4,00,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

Chintala Srilekha
C. Srilekha
Signature & Name

D. Banu Kranthi
April 22,2022
Hyderabad.

Dear **D. Banu Kranthi,**

We take great pleasure in offering you the position of **Associate** as per the terms and conditions mentioned below.

Note: *This conditional offer letter requires successful completion of the* ***internship and post-graduation****. The* ***internship*** *will start on* ***May 02, 2022,*** *and continues until you meet the criterion mentioned above. During this period, a stipend of* ***Rs. 5,000*** *(Five Thousand Rupees Only) is paid.* *After successfully completing the internship, the trainee is eligible for full-time employment.* ***A Gross Salary of Rs.3,60,000 (Three Lakh Sixty Thousand Rupees only) is paid per annum as a full-time employee.***

Compensation details are contained in Annexure 1.

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    1. Material breach by the other Party.
    2. Any other breach that a Party has failed to cure within [Seven Days] 7 calendar days after receipt of written notice by the other Party,

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3. The death or physical or mental incapacity of Employee or any key person performing the Services on its behalf as a result of which the Employee or such key person becomes unable to continue the proper performance of the Services,
4. An act of gross negligence or wilful misconduct of a Party, and
5. The insolvency, liquidation, or bankruptcy of a Party.

6. Effect of Termination. Upon the effective date of termination of this agreement, all legal obligations, rights, and duties arising out of this agreement shall terminate except for such legal obligations, rights, and duties as shall have accrued prior to the effective date of termination and except as otherwise expressly provided in this agreement.

3. Timesheet

1. Time Sheet. The Employee is required to submit his/her time every week. Details of the timesheet entry tool will be provided.

4. Additional Consultancy Clauses

1. The employee is required to suit his working hours to overlap with the client for business meetings.
2. Employee to represent and act only as an agent of CloudScouts-to-CloudScouts clients, active prospects, and CloudScouts team members.
3. CloudScouts code of conduct and other policies as applicable should be adhered to while working at CloudScouts office.
4. Employee agrees that while this contract is in force, he/she will never discuss directly or indirectly with any CloudScouts Client representative the status of his employment with CloudScouts, current compensation.
5. Employee hereby agrees to not discuss his/her remuneration within CloudScouts with any CloudScouts employee or contractor other than a CloudScouts Director or CloudScouts Human Resource representative.
6. The employee should be available to work from 2.00 PM IST to 11.00 PM IST.
7. The employee is allowed 20 days' worth of paid leaves (casual leaves). Execution of these leaves must be agreed well in advance with the line manager.
8. There is no limit on sick leaves. However, availing of sick leave for more than two continuous days must be supported by a doctor's certificate.

5. Work Product and License

(a) Defined. In this agreement, the term "Work Product" shall mean all work product generated by Employee solely or jointly with others in the performance of the Services, including, but not limited to, any and all information, notes, material, drawings, records, diagrams, formulae, processes, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks and trade secrets.

(b) Ownership. The employee agrees to assign and does hereby assign to CloudScouts all rights, title, and interest in and to the Work Product. All Work Product shall be the sole and exclusive property of CloudScouts, and Employee will not have any rights of any kind whatsoever in such Work Product.

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The employee will not make any use of any of the Work Product in any manner whatsoever without CloudScouts' prior written consent. All Work Products shall be promptly communicated to CloudScouts.

(c) License. If Employee integrates any work that was previously created by the Employee into any Work Product, the Employee shall grant to, and CloudScouts is hereby granted, a worldwide, royalty-free, perpetual, irrevocable license to exploit the incorporated items, including, but not limited to, all copyrights, patents, designs, trade secrets, trademarks or other intellectual property rights, in connection with the Work Product in any manner that CloudScouts deems appropriate. Employee warrants that it shall not knowingly incorporate into any Work Product any material that would infringe any intellectual property rights of any third party.

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1. Is in or comes into the public domain without breach of this agreement by the Employee,
2. Was in possession of the Employee prior to receipt from CloudScouts and was not acquired by the Employee from CloudScouts under an obligation of confidentiality or non-use,
3. is acquired by the Employee from a third party, not under an obligation of confidentiality or non-use to CloudScouts, or
4. is independently developed by the Employee without the use of any Confidential Information of CloudScouts.

(b) Obligations of Non-Disclosure and Non-Use. Unless otherwise agreed to in advance and in writing by CloudScouts, Employee will not, except as required by law or court order, use the Confidential Information for any purpose whatsoever other than the performance of the Services or disclose the Confidential Information to any third party.

The employee may disclose the Confidential Information only to those of its employees who need to know such information. In addition, prior to any disclosure of such Confidential Information to any such employee, such Employee shall be made aware of the confidential nature of the Confidential Information and shall execute, or shall already be bound by, a non-disclosure agreement containing terms and conditions consistent with the terms and conditions of this agreement. In any event, the Employee shall be responsible for any breach of the terms and conditions of this agreement by any of its employees. Employee shall use the same degree of care to avoid disclosure of the Confidential

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Information as it employs with respect to its own Confidential Information of like importance, but not less than a reasonable degree of care.

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8. Assignment

The Services to be performed by Employee hereunder are personal in nature, and CloudScouts has engaged Employee as a result of Employee's expertise relating to such Services. Employee, therefore, agrees that it will not assign, sell, transfer, delegate, or otherwise dispose of this agreement or any right, duty, or obligation under this Agreement without CloudScouts' prior written consent. Nothing in this Agreement shall prevent the assignment by CloudScouts of this Agreement or any right, duty, or obligation hereunder to any third party.

9. Non-compete and non-solicitation:

Employee shall not, for a period of 12 months from the Termination Date of employment and while, either on his/her account (whether directly or indirectly) or as representative, employee partner, director, financier, shareholder, or agent of any other firm, person, CloudScouts or organization:

1. Be engaged or interested in any business concern which shall be in India or abroad and be in competition with CloudScouts or with CloudScouts related companies, in the provision of the relevant services, being services of a kind with which you were concerned to a material extent during the period of 12 months prior to the termination date, always provided that nothing in this section shall restrain you from engaging or being interested as aforesaid in any business in so far as your duties or work relate principally to services or goods of a kind with which you were not concerned during the period of 12 months prior to the termination date; or
2. Have any direct or indirect dealings with any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
3. Canvas or solicit or entice away any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
4. Solicit, induce or entice away from CloudScouts or CloudScouts related companies, any employee.

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CloudScouts will be entitled to a legal remedy to the full extent of the law if this clause is not adhered to in any way.

10. Discrimination And Harassment in Workplace :

The organization upholds high Work Ethics and does not tolerate harassment and abuse in the workplace. Any discrimination based on age, disability, gender, nationality, race, color, religion, social or ethnic origin, sexual orientation. It is strictly forbidden. The indulgence of any of the above actions will be followed by necessary steps that can even lead to the employee's termination with immediate effect.

11. Governing Law

This agreement shall be governed by and construed according to the laws of India without regard to its rules on conflicts of law.

12. General

This agreement constitutes the entire agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This agreement may not be modified other than by a written instrument executed by duly authorized representatives of the Parties.

No waiver of any provision of this agreement shall constitute a waiver of any other provision(s) or of the same provision on another occasion. Failure of either Party to enforce any provision of this agreement shall not constitute a waiver of such provision or any other provision(s) of this agreement.

Should any provision of this agreement be held by a court of competent jurisdiction to be illegal, invalid, or unenforceable, such provision may be modified by such court in compliance with the law giving effect to the intent of the Parties and enforced as modified. All other terms and conditions of this agreement shall remain in full force and effect and shall be construed in accordance with the modified provision.



Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: D.Banu Kranthi
Title: Associate

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Annexure 1

Statement of year Remuneration and Entitlements:

Name: D.Banu Kranthi
Designation: Associate

Salary Details	Amount (Rs) pa	Amount (Rs) pm
Gross Salary	339,622.65	28,301.89
Employer PF Contribution	20,377.35	1,698.11
CTC Amount	**360,000.00**	30,000.00
Take Home Estimation		
Earnings		
Basic	169,811.32	14,150.94
HRA	84,905.66	7,075.47
Special Allowance	84,905.66	7,075.47
Earnings Before Deductions	**339,622.65**	**28,301.89**
Deductions		
Professional tax	2,400.00	200.00
Employee PF Contribution	20,377.35	1,698.11
Earnings After Deductions	**316,845.29**	**26,403.77**

TOTAL COST TO THE COMPANY

(Three Lakh Sixty Thousand Rupees Only)

Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: D.Banu Kranthi
Title: Associate

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This document and its content is considered confidential and contains proprietary information. It may not be duplicated, redistributed, or used in whole or in part, without prior written consent of CloudScouts Technology Services.

Annexure 2

Kindly submit photocopies of the following documents:

1. Education Certificate(s)
2. Prior Experience & Relieving letter
3. Latest Payslip
4. Appointment letter from the previous Employer
5. Latest Increment letter from the previous Employer
6. True copies of Passport/PAN/Aadhar
7. Bank Account number
8. Back Name & IFSC code
9. Family details for Group health insurance

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This document and its content is considered confidential and contains proprietary information. It may not be duplicated, redistributed, or used in whole or in part, without prior written consent of CloudScouts Technology Services.

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA

(Autonomous and Affiliated to Osmania University)

Re-accredited with 'A' Grade (III Cycle) by NAAC

A Catholic Christian Minority Institution (Co-Education)

A "College with Potential for Excellence" by UGC

www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 25.05.2022

OFFER LETTER

The Management of the College offers you for the Post of Assistant Professor in Data Science with effect from 20.06.2022 TO 30.04.2023.

You will be offered consolidated Salary of Rs. **30,000/-** per month.

You shall not leave the services of the College without giving prior notice.

You are hereby informed that you have not been selected through proper selection committee. Hence you are advised to attend the said proper selection committee which will be held in the college in due course.

(Fr Dr S EMMANULE,SJ.,)
Correspondent
LOYOLA ACADEMY.
ALWAL SECUNDERABAD-10

To

Ms KOTIGE NANDINI
Assistant professor in Data Science

2022

111720720007
(msc-Data Science)

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India
Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 7-May-2022

To,
Ms. Gayathri M
Loyola Academy Alwal Rd, Manjeera Colony,
Spring Fields Colony, Jeedimetla,
Hyderabad 500015
Mobile No.: 7995994088
e - mail: marojugayathri@gmail.com

Sub: Offer Letter

Dear Gayathri,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.10,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 4,00,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

M. Gayathri 9/5/2022

M. Gayathri
Signature & Name

Bhaskar Vadlamani
Founder, COO & MD India

07/05/22

Scanned by TapScanner

MY20720008
MSc Data Science
2021-2022
On campus

Copart India Private Limited
PSR Prime Towers 5th Floor,
Survey No 126P, Adjacent to DLF Cyber City,
Gachibowli, Hyderabad, Telangana 500032

PRIVATE AND CONFIDENTIAL

OFFER LETTER

June 15th, 2022

SENT VIA EMAIL TO: **Nithya Reddy**
Email: nithya.reddy9963@gmail.com
Mobile No: +91- 8897653049

Dear **Ms. Nithya Reddy,**

Congratulations!!! Thank you for your interest in Copart India Technology Center (CITC) in Hyderabad.

We are pleased to offer you the position of an **'Intern'** in Copart India Pvt. Ltd. Your work location will be CITC, Hyderabad. Your offer with Copart India Technology Centre (CITC) is for a period of 6 months, with the following terms and conditions:

1. The date of commencement of assignment will be **June 20th, 2022**.
2. The details of the assignment to be carried out will be conveyed to you, from time to time. However, you will be required to work exclusively for Copart India Technology Centre (CITC).
3. You will devote your energy, knowledge, and expertise for discharging assignments given to you.
4. During your internship, we will be pleased to pay you an internship allowance of Rs. **18,000** (Rupees Eighteen Thousand only) per month (Subject to deduction of tax at source as applicable).
5. At no time, you shall divulge our trade secrets or business information to any outsider.
6. This arrangement is liable to be terminated by either side, at any time, by giving seven days' prior notice in writing without assigning any reason whatsoever and no compensation in lieu thereof shall be payable.

After completion of 3 month's period, you will be assessed and accordingly your internship will be extended for next 3 months, at the end of 6th month you will be reviewed by the Reporting Manager for final selection. If selected, you would be given a Fulltime Position with Copart India Technology Centre.

Please confirm your acceptance of our employment offer by **June 16th, 2022**. Look forward to you being a part of Copart India Pvt. Ltd.

Chetan Pillay

HR Manager- HR & Admin,
Copart India Pvt. Ltd.
Hyderabad, India.

Nithya Reddy,

Position Accepted

29/6/2022
Hyderabad, Telangana

Pothireddy Ahalya
9121991877
ahalyareddy7780@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Pothireddy Ahalya,

Congratulations! You have been selected as "**Data scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Pothireddy Ahalya, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Pothireddy Ahalya

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

29/6/2022
Hyderabad, Telangana

S Balenia Rohitha
6281123612
baleniarohitha31@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear S Balenia Rohitha,

Congratulations! You have been selected as "**ML Analyst**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of **INR** 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, S Balenia Rohitha, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: S Balenia Rohitha

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	ML Analyst	
Salary Offered (in INR)	400,000	
Salary Head	Yearly	Monthly
Basic	144,000	12,000
HRA	57,600	4,800
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	75,520	6,293
Performance Based Pay	60,000	5,000
Employer Contribution to PF	17,280	1,440
Total Salary (in INR)	**400,000**	**33,333**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**528,004**	**44,000**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as ML Analyst.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

1117207000 11
MSc Data Science
2021-2022

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad - 500015, India
Mail ID: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Ms. Mounika S
Loyola Academy, Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad- 500015
Mobile No. : 9182272088
e - mail : mounikasoppadandi019@gmail.com

Sub: Offer Letter

Dear Mounika,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022**. This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.10,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 4,00,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

S. Mounika
S. MOUNIKA
Signature & Name

Bhaskar Vadlamani
Founder, CDO & MD India

111720720012
MSC - Data Science
2021-2022.

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad - 500015, India
Mail to: info@nexturntech.com
Phone: +91 7993810031

Date: - 07-May-2022

To,
Ms. S Sowmya
Loyola Academy, Alwal Rd,
Manjeera Colony, Spring Fields Colony,
Jeedimetla, Hyderabad-500015
Mobile No.: 7661941728
e - mail: sowmya23sony@gmail.com

Sub: Offer Letter

Dear Sowmya,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of **"Data engineer"** in our Company. We would expect you to join our company on or before **01-June-2022**. This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break.
2. During internship/training period you will be paid a stipend of **Rs.10,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 4,00,000/-** which include **Ten (10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T. etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume.
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph.
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both.
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

S. Sowmya 9/5/22
S. Sowmya
Signature & Name

Bhaskar Vadlamani
Founder, COO & MD India

07/05/22

29/6/2022
Hyderabad, Telangana

Mary Smitha Thanam
9398983035
marysmithathanam@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Mary Smitha Thanam,

Congratulations! You have been selected as "**ML Analyst**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

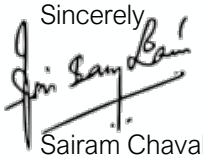
On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of **INR** 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Mary Smitha Thanam, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Mary Smitha Thanam

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	ML Analyst	
Salary Offered (in INR)	400,000	
Salary Head	Yearly	Monthly
Basic	144,000	12,000
HRA	57,600	4,800
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	75,520	6,293
Performance Based Pay	60,000	5,000
Employer Contribution to PF	17,280	1,440
Total Salary (in INR)	**400,000**	**33,333**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**528,004**	**44,000**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as ML Analyst.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

1117 20720014
Msc. Data science
2021-2022
On-Campus.

CloudScouts

Thumkunta Sai Priya
October 12, 2022
Hyderabad.

Dear **Thumkunta Sai Priya,**

We take great pleasure in offering you the position of **Assosiate** as per the below-mentioned terms and conditions. Please note that there will be a six-month probation period which could be reduced to three months based on the performance.

Gross Salary per annum is Rs. ***3,60,000 (Three Lakh Sixty Thousand Rupees only).***

Compensation details are contained in Annexure 1

Terms and Conditions/Agreement:

Engagement and Services

(a) Engagement. Neo Valley Technology Services India Ltd., hereafter CloudScouts or CloudScouts Technologies, hereby engages the employee to provide and perform the services, and the Employee hereby accepts the engagement.

(b) Standard of Services. All Services to be provided by Employee shall be performed with promptness and diligence in a workmanlike manner and at a level of proficiency to be expected of an employee with the background and experience that Employee has represented it has. CloudScouts shall provide such access to its information, property, and personnel as may be reasonably required to permit the employee to perform the Services.

(c) Representation and Warranty. Employee represents and warrants to CloudScouts that it is under no contractual or other restrictions or obligations that are inconsistent with the execution of this agreement or which will interfere with the performance of the Services.

2. Consultancy Period and Termination

(a) Commencement This Agreement shall commence from **October 10, 2022** and shall remain in effect until termination. The joining date will be adjusted if the employee is available to join early.

(b) Termination This agreement may be terminated by the employee, without cause, and without liability, by giving 90 days' written notice of such termination to CloudScouts. CloudScouts reserves the right to terminate the employee without cause and without liability by giving 90 days' written notice of such termination to the Employee. Either Party may terminate this agreement by giving seven calendar days written notice of such termination to the other Party in the event of:

(i) Material breach by the other Party.
(ii) Any other breach that a Party has failed to cure within [Seven Days] 7 calendar days after receipt of written notice by the other Party,
(iii) The death or physical or mental incapacity of Employee or any key person performing the Services on its behalf as a result of which the Employee or such key person becomes unable to continue the proper performance of the Services,
(iv) An act of gross negligence or wilful misconduct of a Party, and
(v) The insolvency, liquidation, or bankruptcy of a Party.

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This document and its content is considered confidential and contains proprietary information. It may not be duplicated, redistributed, or used in whole or in part, without prior written consent of CloudScouts Technology Services.

29/6/2022
Hyderabad, Telangana

Balaiah Chaitanya
8374414888
chaitanya.antaram@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Balaiah Chaitanya,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Balaiah Chaitanya, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Balaiah Chaitanya

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

DEEP ALGORITHMS
Fostering AI. Connecting Minds.

November 3rd, 2022

Flat no S-1, Ajithaya Nilayam,

Uma Nagar colony, medchal,

Hyderabad, Telangana 501401.

Dear **Gokul Nair ,**

Congratulations! Subsequent to the discussion we had with you recently, it is a sincere pleasure to make you an offer in our organization. Please find the details below:

Position:	Associate Software Engineer
Date of Joining:	**November 4, 2022.** 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 with monthly renumeration of Rs 12,000/month.
Compensation:	Upon successful completion of probation period and satisfactory performance, your "Annual Total Cash Compensation" will be Indian Rupees **2,40,000/- (Rupees Two Lac Forty Thousand Only)** per year.
Notice Period:	In case of resignation / termination of services, either party will be required to give three months notice in writing.



DEEP ALGORITHMS
Fostering AI. Connecting Minds.

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.

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

You are required to sign a **service bond with our organization for a sum of Indian Rupees 2,00,000/-(Rupees Two 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 joining**.

You are required to sign a copy of this letter confirming the acceptance and compliance of the terms of offer and policies existing and modified from time to time.

Please find the details of the terms and conditions of this offer attached. Please note that this is intended to be kept strictly confidential.

Once again, let me express our unanimous excitement at the prospect of you joining the organization. We look forward to the prospect of a long and mutually rewarding professional relationship.

Terms and Conditions

1. **Working Hours**

   You will be required to work 6 days a week. You will be expected to attend office and work during the hours assigned to you by your superiors.

2. **Confidentiality**

   You will be required to execute a confidentiality agreement at the time of joining us regarding your employment and the business matters of the Company.

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 company reserves the right to immediately terminate your services.

4. Documents

- Our offer is subject to the completion of separation formalities at your previous employer. At the time of joining the company you are required to produce the following documents (photocopies), as applicable:
- Relieving Letter from your last Employer
- Copy of the Passport / Aadhaar Card
- Copy of Birth Certificate / School Leaving Certificate
- Academic & Professional Certificates
- Last Payslip drawn
- Four Passport size photographs

5. Statutory Compliance

Income-tax and Professional Tax will be deducted from your salary, as applicable.

6. Leave

You are eligible for Privilege leaves of 18 days and Casual Leaves of 12 days per calendar year on a pro rata basis. You are also entitled to all the Public Holidays notified by the Company. Leave should be taken at times mutually agreed between you and the head of department.

7. **Background Checks**

   Background checks (Criminal, Education, Employment and Reference Checks) are conducted for all associates. If the information provided by you is misrepresented, the company would take appropriate action leading up to termination of employment.

You will be bound by all the Company's Rules and Regulations in force from time to time.

Sincerely,



JP Mishra

Founder & CEO

DA Algorithms Solutions LLP (“Deep Algorithms”)

111720720017.
MSC Data science
2021-2022
(on. campus)

Copart

Copart India Private Limited
PSR Prime Towers 5th Floor,
Survey No 126P, Adjacent to DLF Cyber City,
Gachibowli, Hyderabad, Telangana 500032

PRIVATE AND CONFIDENTIAL

OFFER LETTER

June 20th, 2022

SENT VIA EMAIL TO: **Risheek Kumar Gunti**
Email: grisheek4@gmail.com
Mobile No: +91- 6305934812

Dear **Mr. Risheek Kumar Gunti,**

Congratulations!!! Thank you for your interest in Copart India Technology Center (CITC) in Hyderabad.

We are pleased to offer you the position of an **'Intern'** in Copart India Pvt. Ltd. Your work location will be CITC, Hyderabad. Your offer with Copart India Technology Centre (CITC) is for a period of 6 months, with the following terms and conditions:

1. The date of commencement of assignment will be **June 22nd, 2022**.
2. The details of the assignment to be carried out will be conveyed to you, from time to time. However, you will be required to work exclusively for Copart India Technology Centre (CITC).
3. You will devote your energy, knowledge, and expertise for discharging assignments given to you.
4. During your internship, we will be pleased to pay you an internship allowance of Rs. **18,000** (Rupees Eighteen Thousand only) per month (Subject to deduction of tax at source as applicable).
5. At no time, you shall divulge our trade secrets or business information to any outsider.
6. This arrangement is liable to be terminated by either side, at any time, by giving seven days' prior notice in writing without assigning any reason whatsoever and no compensation in lieu thereof shall be payable.

After completion of 3 month's period, you will be assessed and accordingly your internship will be extended for next 3 months, at the end of 6th month you will be reviewed by the Reporting Manager for final selection. If selected, you would be given a Fulltime Position with Copart India Technology Centre.

Please confirm your acceptance of our employment offer by **June 21st, 2022**. Look forward to you being a part of Copart India Pvt. Ltd.

Chetan Pillay

HR Manager- HR & Admin,
Copart India Pvt. Ltd.
Hyderabad, India.

Risheek Kumar Gunti,

Position Accepted

29/6/2022
Hyderabad, Telangana

Varun Raj
8801819231
gvraj897@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Varun Raj,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

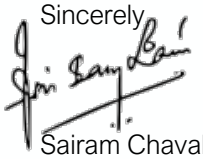
On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Varun Raj, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Varun Raj

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

1117207220020
MSC- Data Science
2021-2022.

NexTurn India Private Limited

1-30/45, Prashanthi Enclave, Kanajiguda, Hyderabad – 500015, India
Mail ID: info@nexturntech.com
Phone: +91 7993810031

To,
Mr. Rohan J
Loyola Academy Alwal Rd, Manjeera Colony,
Spring Fields Colony, Jeedimetla,
Hyderabad 500015
Mobile No. : 8639969052
e - mail : rohanjallarapu777@gmail.com

Date: - 7-May-2022

Sub: Offer Letter

Dear Rohan J,

With reference to the interview, and based on subsequent discussions we had with you, we are pleased to offer you the position of "**Data engineer**" in our Company. We would expect you to join our company on or before **01-June-2022.** This offer must be accepted within three (3) days from date of issuance beyond which it would stand withdrawn, your offer acceptance is subject to the following terms and conditions. Annexure "A" & "B" & are integral part of this offer letter.

1. You will be appointed as" Trainee" for a period of 6 months tenure. Your training period will be part of your probation period. Training period dates vary based on leaves taken for final semester examination break
2. During internship/training period you will be paid a stipend of **Rs.10,000 /-** per month. Your services will be converted in a fulltime role, only post successful completion of training program.
3. You will work as a "Trainee" for a period of six months.
4. Your services will be regularized & you will be appointed as a "**Data engineer** "with salary revision after successful completion of the probation & training period.
5. After regularization of service & on appointment as full-time employee your Annual CTC will be of **Rs. 4,00,000** which include Ten **(10) %** of Annual variable amount. For each Fiscal Year during the employment tenure, the company will pay to the employee a profit-sharing bonus (PSB), based on Fiscal year Performance. PSB will be determined for each fiscal year by the company. Above CTC & PSB will be subject to deductions for PF contributions, Group Insurance, Professional Tax, I.T etc. This includes all allowances for Accommodation, Conveyance, Leave Travel, Medical Reimbursement & required for Work from home infrastructure etc.
6. You shall keep your salary details strictly confidential & with you only.
7. You shall submit the following self-attested copies of documents on or before the time of joining.
   - Proof of Date of Birth certificate (10th Marksheet/Passport/Voter card)
   - All qualification certificates mentioned in resume
   - All experience certificates (N/A for freshers & intern)
   - Scanned Passport size photograph
   - Copy of both PAN & Aadhar card
   - Address Proof (Voter Card/Passport) any one or both
   - Local Address proof (Rental agreement/Gas bill not more than a month old/ Recent PG receipt)
   - Bank account details. (Cancelled Cheque leaf /Front page of Passbook)
8. Company has the right to do background check for you, post joining the organization.
9. In the event of any information given in your application/C.V/Resume & during interview being found incorrect in any respect, this offer will be held void and stands cancelled. If, any dispute arises, it will be handled legally if required.
10. The detailed appointment letter will be issued to you from our office on or after the date of joining & on submission of above said documents.

Wishing you all the best,
for NexTurn India Private Limited,

Bhaskar Vadlamani
Founder, COO & MD India

J. Rohan
J. Rohan
Signature & Name
9/5/22

07/05/22

29/6/2022
Hyderabad, Telangana

Kommareddy Anudeep
9912986435
anudeepkommareddy24@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Kommareddy Anudeep,

Congratulations! You have been selected as "**ML Analyst**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of **INR** 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Kommareddy Anudeep, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Kommareddy Anudeep

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	ML Analyst	
Salary Offered (in INR)	400,000	
Salary Head	Yearly	Monthly
Basic	144,000	12,000
HRA	57,600	4,800
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	75,520	6,293
Performance Based Pay	60,000	5,000
Employer Contribution to PF	17,280	1,440
Total Salary (in INR)	**400,000**	**33,333**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**528,004**	**44,000**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as ML Analyst.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA

(Autonomous and Affiliated to Osmania University)

Re-accredited with 'A' Grade (III Cycle) by NAAC

A Catholic Christian Minority Institution (Co-Education)

A "College with Potential for Excellence" by UGC

www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 24.05.2022

OFFER LETTER

The Management of the College offers you for the Post of Assistant Professor in Data Science (M.Sc., Data Science) with effect from the date of commencement of First Year Classes of M.Sc., Data Science for the academic year 2022-23.

You will be offered consolidated Salary of Rs. **32,000/-** per month.

You shall not leave the services of the College without giving prior notice.

You are hereby informed that you have not been selected through proper selection committee. Hence you are advised to attend the said proper selection committee which will be held in the college in due course.

(Fr Dr S EMMANUEL SJ.,)
Correspondent
LOYOLA ACADEMY,
ALWAL, SECUNDERABAD-10.

To

Mr N ASHEAQ
Assistant professor in Data Science

29/6/2022
Hyderabad, Telangana

Ramu Vasap
9121203641
ramurocks347@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Ramu Vasap,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Ramu Vasap, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Ramu Vasap

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

29/6/2022
Hyderabad, Telangana

Jaison Yeluri
7893003604
yjaison69@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Jaison Yeluri,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Jaison Yeluri, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Jaison Yeluri

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

10/6/2022
Hyderabad, Telangana

Lokesh Kumar
9989716228
lokesh15kumar1999@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Lokesh Kumar,

Congratulations! You have been selected as "**ML Analyst**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 3 - month pre-employment training followed by Internship satisfactorily (refer to Annexure B and Annexure C)

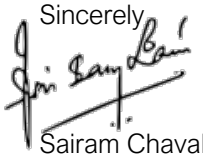
On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of **INR** 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 15/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,



Sairam Chavali
Associate Director – Human Resources

I, Lokesh Kumar, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Lokesh Kumar

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	ML Analyst	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	153,800	12,817
Performance Based Pay	27,000	2,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 3 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons
   v. Complete the Internship successfully with an Internal or an external customer

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs as a stipendary trainee or a full time employee
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as ML Analyst.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

Aduri Bala Soniya
April 22,2022
Hyderabad.

Dear **Aduri Bala Soniya,**

We take great pleasure in offering you the position of **Associate** as per the terms and conditions mentioned below.

Note: *This conditional offer letter requires successful completion of the* ***internship and post-graduation****. The* ***internship*** *will start on* ***May 02, 2022,*** *and continues until you meet the criterion mentioned above. During this period, a stipend of* ***Rs. 5,000*** *(Five Thousand Rupees Only) is paid.* *After successfully completing the internship, the trainee is eligible for full-time employment.* ***A Gross Salary of Rs.3,60,000 (Three Lakh Sixty Thousand Rupees only) is paid per annum as a full-time employee.***

Compensation details are contained in Annexure 1.

Terms and Conditions/Agreement:

Engagement and Services

(a) Engagement. Neo Valley Technology Services India Ltd., hereafter CloudScouts or CloudScouts Technologies, hereby engages the employee to provide and perform the services, and the Employee hereby accepts the engagement.

(b) Standard of Services. All Services to be provided by Employee shall be performed with promptness and diligence in a workmanlike manner and at a level of proficiency to be expected of an employee with the background and experience that Employee has represented it has. CloudScouts shall provide such access to its information, property, and personnel as may be reasonably required to permit the employee to perform the Services.

(c) Representation and Warranty. Employee represents and warrants to CloudScouts that it is under no contractual or other restrictions or obligations that are inconsistent with the execution of this agreement or which will interfere with the performance of the Services.

2. Consultancy Period and Termination

1. Commencement This Agreement shall commence from **May 02, 2022,** and shall remain in effect until termination. The joining date will be adjusted if the employee is available to join early.

2. Termination This agreement may be terminated by the employee, without cause, and without liability, by giving 90 days ' written notice of such termination to CloudScouts. CloudScouts reserves the right to terminate the employee without cause and without liability by giving 90 days' written notice of such termination to the Employee. Either Party may terminate this agreement by giving seven calendar days written notice of such termination to the other Party in the event of:
    1. Material breach by the other Party.
    2. Any other breach that a Party has failed to cure within [Seven Days] 7 calendar days after receipt of written notice by the other Party,

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3. The death or physical or mental incapacity of Employee or any key person performing the Services on its behalf as a result of which the Employee or such key person becomes unable to continue the proper performance of the Services,
4. An act of gross negligence or wilful misconduct of a Party, and
5. The insolvency, liquidation, or bankruptcy of a Party.

6. Effect of Termination. Upon the effective date of termination of this agreement, all legal obligations, rights, and duties arising out of this agreement shall terminate except for such legal obligations, rights, and duties as shall have accrued prior to the effective date of termination and except as otherwise expressly provided in this agreement.

3. Timesheet

1. Time Sheet. The Employee is required to submit his/her time every week. Details of the timesheet entry tool will be provided.

4. Additional Consultancy Clauses

1. The employee is required to suit his working hours to overlap with the client for business meetings.
2. Employee to represent and act only as an agent of CloudScouts-to-CloudScouts clients, active prospects, and CloudScouts team members.
3. CloudScouts code of conduct and other policies as applicable should be adhered to while working at CloudScouts office.
4. Employee agrees that while this contract is in force, he/she will never discuss directly or indirectly with any CloudScouts Client representative the status of his employment with CloudScouts, current compensation.
5. Employee hereby agrees to not discuss his/her remuneration within CloudScouts with any CloudScouts employee or contractor other than a CloudScouts Director or CloudScouts Human Resource representative.
6. The employee should be available to work from 2.00 PM IST to 11.00 PM IST.
7. The employee is allowed 20 days' worth of paid leaves (casual leaves). Execution of these leaves must be agreed well in advance with the line manager.
8. There is no limit on sick leaves. However, availing of sick leave for more than two continuous days must be supported by a doctor's certificate.

5. Work Product and License

(a) Defined. In this agreement, the term "Work Product" shall mean all work product generated by Employee solely or jointly with others in the performance of the Services, including, but not limited to, any and all information, notes, material, drawings, records, diagrams, formulae, processes, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks and trade secrets.

(b) Ownership. The employee agrees to assign and does hereby assign to CloudScouts all rights, title, and interest in and to the Work Product. All Work Product shall be the sole and exclusive

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property of CloudScouts, and Employee will not have any rights of any kind whatsoever in such Work Product.

Employee agrees, at the request and cost of CloudScouts, to promptly sign, execute, make and do all such deeds, document acts, and things as CloudScouts may reasonably require or desire to perfect CloudScouts' exclusive right, title, and interest in and to any Work Product.

The employee will not make any use of any of the Work Product in any manner whatsoever without CloudScouts' prior written consent. All Work Products shall be promptly communicated to CloudScouts.

(c) License. If Employee integrates any work that was previously created by the Employee into any Work Product, the Employee shall grant to, and CloudScouts is hereby granted, a worldwide, royalty-free, perpetual, irrevocable license to exploit the incorporated items, including, but not limited to, all copyrights, patents, designs, trade secrets, trademarks or other intellectual property rights, in connection with the Work Product in any manner that CloudScouts deems appropriate. Employee warrants that it shall not knowingly incorporate into any Work Product any material that would infringe any intellectual property rights of any third party.

6. Confidential Information

(a) Defined. In this agreement, the term "Confidential Information" shall mean the Work Product and any and all information relating to CloudScouts business, including, but not limited to, research, developments, product plans, products, services, diagrams, formulae, processes, techniques, technology, firmware, software, know-how, designs, ideas, discoveries, inventions, improvements, copyrights, trademarks, trade secrets, customers, suppliers, markets, marketing, finances disclosed by CloudScouts either directly or indirectly in writing, orally or visually, to Employee. Confidential information does not include information which:

1. Is in or comes into the public domain without breach of this agreement by the Employee,
2. Was in possession of the Employee prior to receipt from CloudScouts and was not acquired by the Employee from CloudScouts under an obligation of confidentiality or non-use,
3. is acquired by the Employee from a third party, not under an obligation of confidentiality or non-use to CloudScouts, or
4. is independently developed by the Employee without the use of any Confidential Information of CloudScouts.

(b) Obligations of Non-Disclosure and Non-Use. Unless otherwise agreed to in advance and in writing by CloudScouts, Employee will not, except as required by law or court order, use the Confidential Information for any purpose whatsoever other than the performance of the Services or disclose the Confidential Information to any third party.

The employee may disclose the Confidential Information only to those of its employees who need to know such information. In addition, prior to any disclosure of such Confidential Information to any such employee, such Employee shall be made aware of the confidential nature of the Confidential Information and shall execute, or shall already be bound by, a non-disclosure agreement containing

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terms and conditions consistent with the terms and conditions of this agreement. In any event, the Employee shall be responsible for any breach of the terms and conditions of this agreement by any of its employees. Employee shall use the same degree of care to avoid disclosure of the Confidential Information as it employs with respect to its own Confidential Information of like importance, but not less than a reasonable degree of care.

(c)Return of Confidential Information. Upon the termination or expiration of this agreement for any reason, or upon CloudScouts earlier request, Employee will deliver to CloudScouts all of the CloudScouts property or Confidential Information in a tangible form that Employee may have in its possession or control. The Employee may retain one copy of the Confidential Information in its legal files.

7. Non-Publicity

CloudScouts and Employee agree not to disclose the existence or contents of this agreement to any third party without the prior written consent of the other Party except: (i) to its advisors, attorneys, or auditors who need to know such information, (ii) as required by law or court order, (iii) as required in connection with the reorganization of a Party, or its merger into any other corporation, or the sale by a Party of all or substantially all of its properties or assets, or (iv) as may be required in connection with the enforcement of this agreement.

8. Assignment

The Services to be performed by Employee hereunder are personal in nature, and CloudScouts has engaged Employee as a result of Employee's expertise relating to such Services. Employee, therefore, agrees that it will not assign, sell, transfer, delegate, or otherwise dispose of this agreement or any right, duty, or obligation under this Agreement without CloudScouts' prior written consent. Nothing in this Agreement shall prevent the assignment by CloudScouts of this Agreement or any right, duty, or obligation hereunder to any third party.

9. Non-compete and non-solicitation:

Employee shall not, for a period of 12 months from the Termination Date of employment and while, either on his/her account (whether directly or indirectly) or as representative, employee partner, director, financier, shareholder, or agent of any other firm, person, CloudScouts or organization:

1. Be engaged or interested in any business concern which shall be in India or abroad and be in competition with CloudScouts or with CloudScouts related companies, in the provision of the relevant services, being services of a kind with which you were concerned to a material extent during the period of 12 months prior to the termination date, always provided that nothing in this section shall restrain you from engaging or being interested as aforesaid in any business in so far as your duties or work relate principally to services or goods of a kind with which you were not concerned during the period of 12 months prior to the termination date; or
2. Have any direct or indirect dealings with any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or
3. Canvas or solicit or entice away any client of CloudScouts or CloudScouts related companies for the purpose of providing any relevant services; or

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4. Solicit, induce or entice away from CloudScouts or CloudScouts related companies, any employee.

CloudScouts will be entitled to a legal remedy to the full extent of the law if this clause is not adhered to in any way.

10. Discrimination and Harassment in Workplace:

The organization upholds high Work Ethics and does not tolerate harassment and abuse in the workplace. Any discrimination based on age, disability, gender, nationality, race, color, religion, social or ethnic origin, sexual orientation. It is strictly forbidden. The indulgence of any of the above actions will be followed by necessary steps that can even lead to the employee's termination with immediate effect.

11. Governing Law

This agreement shall be governed by and construed according to the laws of India without regard to its rules on conflicts of law.

12. General

This agreement constitutes the entire agreement of the Parties on the subject hereof and supersedes all prior understandings and instruments on such subject. This agreement may not be modified other than by a written instrument executed by duly authorized representatives of the Parties.

No waiver of any provision of this agreement shall constitute a waiver of any other provision(s) or of the same provision on another occasion. Failure of either Party to enforce any provision of this agreement shall not constitute a waiver of such provision or any other provision(s) of this agreement.

Should any provision of this agreement be held by a court of competent jurisdiction to be illegal, invalid, or unenforceable, such provision may be modified by such court in compliance with the law giving effect to the intent of the Parties and enforced as modified. All other terms and conditions of this agreement shall remain in full force and effect and shall be construed in accordance with the modified provision.

Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: Aduri Bala Soniya
Title: Associate

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Annexure 1

Statement of year Remuneration and Entitlements:

Name: Aduri Bala Soniya
Designation: Associate

Salary Details	Amount (Rs) pa	Amount (Rs) pm
Gross Salary	339,622.65	28,301.89
Employer PF Contribution	20,377.35	1,698.11
CTC Amount	**360,000.00**	30,000.00
Take Home Estimation		
Earnings		
Basic	169,811.32	14,150.94
HRA	84,905.66	7,075.47
Special Allowance	84,905.66	7,075.47
Earnings Before Deductions	**339,622.65**	**28,301.89**
Deductions		
Professional tax	2,400.00	200.00
Employee PF Contribution	20,377.35	1,698.11
Earnings After Deductions	**316,845.29**	**26,403.77**

TOTAL COST TO THE COMPANY

(Three Lakh Sixty Thousand Rupees Only)



Name: Prasanth Gandlur
Title: MD, CloudScouts

Name: Aduri Bala Soniya
Title: Associate

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Annexure 2

Kindly submit photocopies of the following documents:

1. Education Certificate(s)
2. Prior Experience & Relieving letter
3. Latest Payslip
4. Appointment letter from the previous Employer
5. Latest Increment letter from the previous Employer
6. True copies of Passport/PAN/Aadhar
7. Bank Account number
8. Back Name & IFSC code
9. Family details for Group health insurance

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29/6/2022
Hyderabad, Telangana

Rishitha Pilli Srikanth
7995870536
rishitha.rish5@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Rishitha Pilli Srikanth,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Rishitha Pilli Srikanth, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Rishitha Pilli Srikanth

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

29/6/2022
Hyderabad, Telangana

Yaram Pavan
9063708568
pavanreddi2323@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Yaram Pavan,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Yaram Pavan, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Yaram Pavan

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.

10/6/2022
Hyderabad, Telangana

Karedla V N Sai Lakshmi Apoorva
8074622648
apoorvakaredla53@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Karedla V N Sai Lakshmi Apoorva,

Congratulations! You have been selected as **"ML Analyst"** with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 3 - month pre-employment training followed by Internship satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "ML Analyst" with a minimum gross annual remuneration of INR 528,004 **(Five Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 15/6/2022. Your employment as ML Analyst will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Karedla V N Sai Lakshmi Apoorva, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: K Apoorva Date: 03/08/2022

Full Name: Karedla V N Sai Lakshmi Apoorva

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA

(Autonomous and Affiliated to Osmania University)

Re-accredited with 'A' Grade (III Cycle) by NAAC

A Catholic Christian Minority Institution (Co-Education)

A "College with Potential for Excellence" by UGC

www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 24.05.2022

OFFER LETTER

The Management of the College offers you for the Post of Assistant Professor in Data Science with effect from 20.06.2022 TO 30.04.2023.

You will be offered consolidated Salary of Rs. **30,000/-** per month.

You shall not leave the services of the College without giving prior notice.

You are hereby informed that you have not been selected through proper selection committee. Hence you are advised to attend the said proper selection committee which will be held in the college in due course.

(Fr Dr S EMMANUEL SJ.,)
Correspondent
LOYOLA ACADEMY,
ALWAL, SECUNDERABAD-10

To
Ms PADUCHURI SUSHMA YESU
Assistant professor in Data Science

29/6/2022
Hyderabad, Telangana

Rakesh Kumar Reddy Sheshannagari
9110713970
sheshanagarirakesh7@gmail.com

Sub: "Employment with TuringMinds.ai".

Dear Rakesh Kumar Reddy Sheshannagari,

Congratulations! You have been selected as "**Data Scientist**" with TuringMinds.ai. During the training period (for the first 9 months), you will be paid a stipend of INR 10,667 per month.

During the training period, you must fulfill the following conditions

1. You shall complete your under-graduate degree with a score greater than 60% and in the stipulated time frame; and
2. You shall complete the 9-month pre-employment training satisfactorily (refer to Annexure B and Annexure C)

On fulfilling both the conditions, you would be confirmed as "Data Scientist" with a minimum gross annual remuneration of **INR** 628,004 **(Six Lakh Twenty Eight Thousand and Four Only)**. The details of the offer are in Annexure A. Details pertaining to your specialization and training are provided in Annexure B and Annexure C. Also, if any discrepancies were to be found in the details furnished by you, we may have the option to review our offer.
Please note that your Location of work is going to be

Wing A, 2nd Floor, Jyothi Imperial
Janardhana Hills, Gachibowli
Hyderabad - 500032

As a TuringMinds employee, you will be expected to abide by all TuringMinds's policies and procedures, sign and comply with TuringMinds's Non-Disclosure Agreement. You warrant that your employment will not violate any agreements, obligations or understanding that you may have with any third-party or your prior employer(s).

The deadline for completing joining process with TuringMinds is 30/6/2022. Your employment as Data Scientist will start from 30/6/2022. We look forward to having you onboard.

Sincerely,

Sairam Chavali
Associate Director – Human Resources

I, Rakesh Kumar Reddy Sheshannagari, accept the offer of employment with TuringMinds based on the terms described in the offer letter.

Sign: _____ Date: _____

Full Name: Rakesh Kumar Reddy Sheshannagari

ANNEXURE – A

Details of the Gross Annual Remuneration on receiving letter of appointment

Designation	Data Scientist	
Salary Offered (in INR)	500,000	
Salary Head	Yearly	Monthly
Basic	180,000	15,000
HRA	72,000	6,000
Food Coupons	26,400	2,200
Conveyance Allowance	19200	1,600
Other Allowances	105,800	8,817
Performance Based Pay	75,000	6,250
Employer Contribution to PF	21,600	1,800
Total Salary (in INR)	**500,000**	**41,667**
Service Agreement Reimbursement	128,004	10,667
Gross Emoluments (in INR)	**628,004**	**52,334**

The above remuneration is subject to Income Tax and Other statutory deductions.

ANNEXURE - B

TERMS AND CONDITIONS

Satisfactory Completion of the Training

1. You shall be undergoing a training for 9 months through a knowledge partner identified by TuringMinds.ai.
2. Completing the training satisfactorily means you must
   i. Maintain a 90% attendance in the classes
   ii. Write all 35 Tests
   iii. Complete 7 Projects
   iv. Participate in 2 Hackathons

Employment on completion of the Training

3. TuringMinds.ai will deploy you on projects / consulting assignments subject to the client's needs
4. TuringMinds.ai reserves the right to transfer you to one of its clients as a permanent/project-based employee based on the needs. At that point, TurningMinds will ensure that the CTC is protected.

Termination and Discontinuation

5. TuringMinds.ai will review your performance over the first 2 weeks and either party can discontinue the conditional employment. In such situations, the Service Agreement along with all liabilities will be cleared.
6. Any request for discontinuation or termination after the 2-week review would be considered as a breach of the service agreement and the reimbursement of education loan would cease from the last month of employment. In such cases, the liability of the education loan becomes the sole responsibility of the employee. TuringMinds.ai, in such cases, will provide complete assistance to the financial partner
7. Under extreme circumstances where the student is unable to attend the coursework due to a medical condition, an extension of not more than 90 Days can be provided at the discretion of the management.
8. If the information provided by the candidate is found to be incorrect or the candidate resorts to any unethical / objectionable behavior, TuringMinds.ai reserves the right to terminate the employment without any notice and liability on TuringMinds.ai thereof.

Repayment and Reimbursement of Expenses

9. It is the responsibility of the employee to repay the loan in case the employee in question drops out of the training, discontinues employment, or is terminated based on any policy violation.
10. TuringMinds.ai will not have any financial liability to the candidate or any bank / financial institution in case the candidate wants to quit the job for a better job.
11. TuringMinds.ai does not collect the fee and therefore will not be liable to a refund of any kind.

Disputes and Resolutions

12. If there is any discrepancy found in the documents/certificates furnished by you, TuringMinds will have the option of withdrawing this offer any time.
13. The terms of this offer shall be governed in accordance with the law of India and the competent courts in Hyderabad, Telangana shall have exclusive jurisdiction.

ANNEXURE - C

SERVICE AGREEMENT

You shall execute and honor the Employment Agreement/Appointment letter furnished to you if appointed by TuringMinds as forming part and parcel of this offer.

All employees must take a loan from our financial partner for an amount of INR 4,00,000. Employees must only go through our financial partner. No other form of payment will be accepted.

TuringMinds will reimburse the monthly EMI to the employee and clears it within 3 years of their confirmation as Data Scientist.

During your tenure of employment with the Company, you would be governed by the said Employment Agreement, Company manuals and any other agreement that you may execute with the Company from time to time. You are required to submit photocopies the following documents at the time of reporting for duty:

a. Certificates in proof of your educational qualifications

b. Certificate in proof of your Date of Birth

e. Three passport size photographs

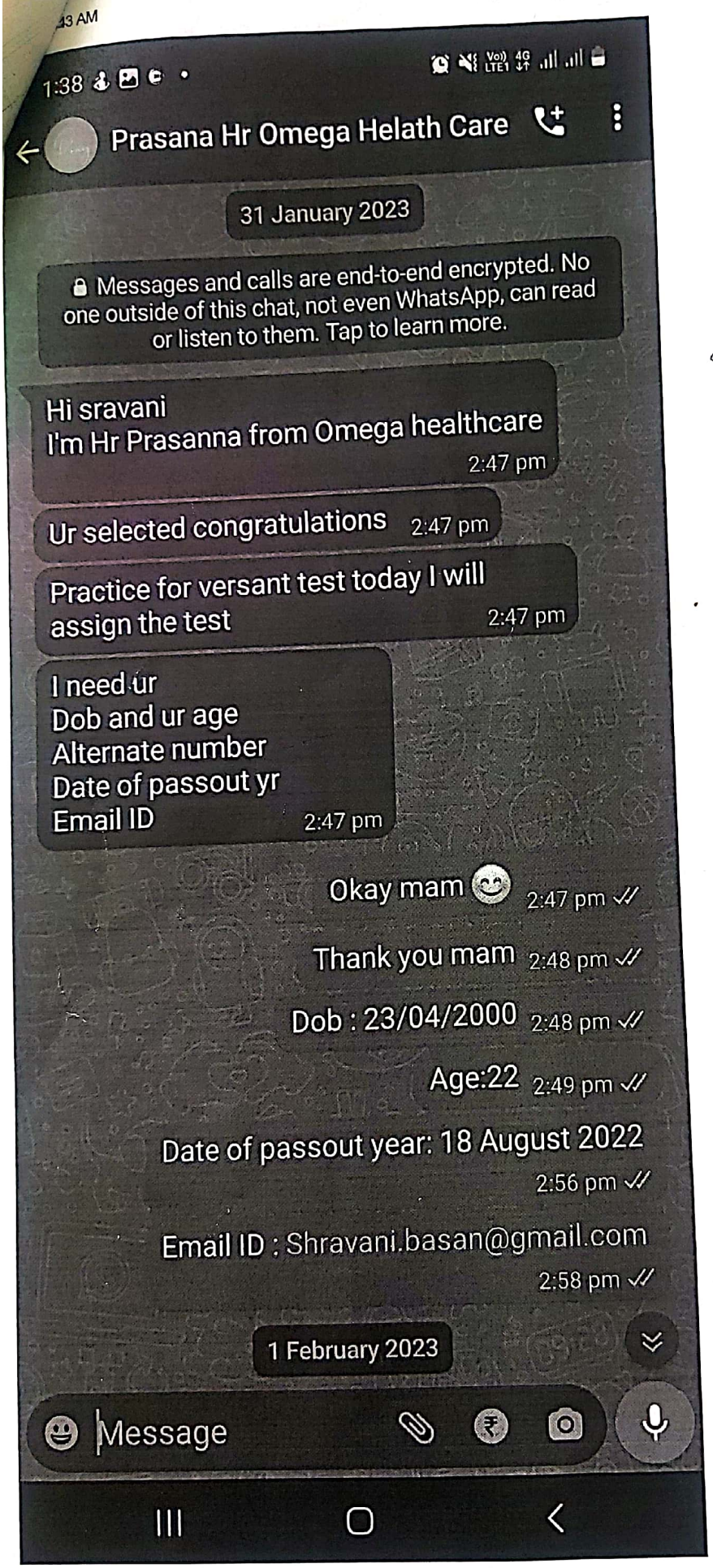
f. Copy of PAN Card

g. Copy of passport and

h. Copy of Aadhaar Card, [if available]

Further, please note that your employment will be subject to the correctness of all the information and necessary documents furnished by you. In the event, it is found that any such material information furnished by you, whether verbally or in writing, at any time, is suppressed, misrepresented, or fabricated, the Company shall have the right to terminate your appointment without any notice or compensation.

Complete details of the training program along with all the curriculum, duration, terms, and conditions shall be shared with you by the training provider before beginning of the training.



Shravani. Basan
UID: 111720820002
MSc. Food science and Nutrition
Shravani.basan@gmail.com
ph: 9676418213.

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KAMINENI
HOSPITALS

Letter of Offer

Date: 24/09/2022

To,
D.Saritha
H.NO:2-115,
Monapodu Mandal,
Gadwal (Dist),
Telangana -509153.

Dear **Saritha,**

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **Dietitian** in the Department of **Dietetics & Nutrition's .**

You should report to duty on **1st November 2022** your work location will be **Kamineni Hospitals Kurnool** and your offer is subject to you being found medically fit, verification of documents and the results of reference check, failing which the offer stands cancelled.

You are requested to submit the following documents at the time of your joining.

1. Photocopies of all your educational certificates
2. Six Passport size photographs
3. ID & Address proof – 3 copies (DL / Passport / Adahar Card / Election ID Card)
4. Experience and Relieving letters of previous companies
5. Payslips / Bank statements for last 3 months
6 Bring all your original certificates for verification

Please return one copy of this letter duly signed by you to confirm your acceptance of this offer.

Yours faithfully
For Kamineni Hospitals (P) Ltd.,

Authorized Signatory

Possible

Truweight Wellness Pvt.Ltd.
1st Floor,Kay Kay Towers,
17th Cross Road,
Sector 7 HSR Layout,
Bangalore- 560 102

01st October 2022

Etukulapati Bindu Priya
Andhra Pradesh

Dear Bindu,

Further to your application and subsequent discussions with us, we are pleased to extend our offer of employment to you as **Nutrition Coach** with '**Possible**', starting, from **03rd October, 2022** as per the details given below.

At **'Possible'**, 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. We value your abilities and believe you will find our work environment to be challenging and fulfilling.

Location: You will be based in **Bangalore,** the Company may require you to work at other Company locations in India. The Company will seek to give you reasonable notice for extensive travel requirements if any, taking into account your personal circumstances wherever it is appropriate

Compensation: Your annual compensation will be **Rs.265850/-**The breakup of your annual compensation is given in Annexure1.

Please note that first salary for those who join after the 20th will be processed in the following month's payroll cycle.

The benefits included in the cost to company are:

Provident Fund: Should you choose to opt for EPF scheme, you will be required to contribute to Provident Fund scheme wherein, the Company will match your annual contribution which is lower of 12% of 15,000 pm or your annual base salary, which is part of your offered CTC, as mentioned above. The details of this benefit are provided in **Annexure 1**.

Gratuity: On completion of Five years of service with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act, capped at Rs 10,00,000/- (Rupees Ten Lakhs Only).

Personal Tax: 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 prevailing rules.

Working Days & Shifts: You are required to work minimum 9 hours a day &6 days a week including Saturdays and Sundays.

Annual Leave / Public Holidays: You will be eligible for 18 working days of vacation and 10 public holidays, published by the company at the beginning of the year. Please refer to the Company's Leave Policy for further details in this regard.

Probationary Period: You will be on probation for three (3) months. After completion of probation period you will be considered as confirmed employee subject to your satisfactory performance unless your probation period is extended in writing. During the first month of probation period if the company is not satisfied with your work and conduct, your services shall be liable to be terminated at any time by giving a seven days' notice in writing without assigning any reasons thereof. Based on performance, this probationary period may be further extended, at the discretion of the Company.

Training & Orientation:
You will be undergoing through a training and orientation program for specified days before getting deployed. Your training will include online and on the job training with specific training completion parameters. It's extremely important that you complete your training by meeting the specified parameters. You will be deployed further only if your training is completed and you are certified by the trainer. In the event of non-completion of training within the specified period, your employment will be deemed discontinued without any further notice.

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Bangalore- 560 102

Notice Period/Termination: This contract of employment between you and the Company may be terminated by either party, during the probation period, by giving 30 days' notice. Post confirmation this contract may be terminated by giving 60 days' notice. In case the performance of the employee is not satisfactory, the company can ask the employee to leave on a 30 days' notice or gross monthly salary in lieu thereof. However, release from the services of the Company will be subject to satisfactory handover of the responsibilities assigned to you with prior approvals from immediate managers and Business Unit heads. In the event of wilful 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.

In case of termination of the employment on the grounds of misusing company assets, leaking confidential official information, manipulation, carrying out illegal practices, harassment against co-worker or act which brings damage to the brand name or the company as a whole etc. (or any other such severe misconduct which Management might deem as critical ground for termination), the full & final settlement will be done only on Basic pay (on pro-rata basis) as a penalty towards breach of code of conduct, damaging the brand name & work culture. All the incentives/bonuses/ESOPs or any other variable pay will also be revoked irrespective of the initial offer made.

Background Verification: As part of hiring process, your candidature will have to go through the background verification. The BGV may take time depending on the availability of the representative of your employers. Hereby, you unconditionally authorise Possible representatives to reach out to representatives of your employers/HR/peers/colleagues/reporting manager to conduct a thorough BGV. Continuity and validity of your employment with Possible is subject to positive background verification. In the event of a negative feedback from any of your employers or wrong information provided to us during the process of interview, your employment may be terminated with immediate effect without any cause/notice/ or pay in lieu of notice.

Force Majeure: Neither Party shall be liable by reason of any failure in performance of this Agreement in accordance with its terms if such failure arises out of causes beyond the control and without the fault or negligence of Vendor. Such cases may include, but are not restricted to, acts of God, acts of government or municipal or other authorities, fires, floods, epidemics, quarantines, strikes, and labour disputes. Such causes do not include deficiencies on the part of employees, should the employee have sufficient resources/opportunity to discharge his/her official duties. The company reserves the right to terminate employment in case of a force majeure event. Such termination can be with or without any notice/salary in lieu thereof, depending on financial capacity of the company"

Exit Policy: In the event of voluntary or non-voluntary exit, you would be responsible required to handover all the company assets/cash/cheque/documents etc to your reporting manager. It would be your responsibility to get the No-Dues from all the respective departments in the clearance form and submit to the HR spoc with your signature. In case the handover is incomplete or the clearance form is not submitted to the HR, then the company reserves the right to hold your full and final settlement and experience/relieving letter until the dues are cleared. For more details, kindly go through the Exit policy in Employee Portal.

Other company policies: Other company policies are uploaded on employee portal. You would be required to login to your individual employee portal and go through those policies. By signing this letter, you understand and agree that the company will update policies time to time on HR portal and it will be your responsibility to check those policies time to time and keep yourself updated.

In the event on non-completion of the training, your employment will be deemed discontinued on the grounds of not meeting the deployment parameter and no further notice shall be provided for the same.

Private Information Policy: You will be bound by the **'Possible's** Private Information Policy as described in Annexure 2 for holding in confidence any trade secrets or confidential business and technical information of the Company or its clients.

Governing Law: The terms and conditions as stipulated above shall be interpreted in accordance with the laws of India. In the event of any dispute, the parties shall submit to the exclusive jurisdiction of the Courts of India.

Confidentiality: The terms of your employment are strictly confidential between you and the Company. Discussion of
your compensation with any other party or employee will constitute grounds for dismissal.

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Bangalore- 560 102

Retirement: You will retire on the last day of the month in which you complete sixty years of age.

Condition of Hire: Your employment is based on the information furnished by you in your employment which in the due course is subjected to all other declarations and undertakings. Any false or information furnished as above will lead to your dismissal without notice.

You hereby warrant 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 the duties of your employment. You also warrant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement between you and any third party and that the Company will in no way be concerned with such liabilities.

During your employment with the Company you will agree to work on any project that you are assigned to, irrespective of technical platforms / skills and nature of the project. If necessary, you may also be required to work in shifts. Failing to do so can lead to termination of employment without notice. You will also be governed by all other instructions/rules/policies of the company, which are not specifically mentioned in this letter. For clarification, if any, regarding these instructions/rules/policies please get in touch with the HR Department.

This offer of appointment is valid subject to your joining **'Possible'** on or before **03rd October, 2022** and as per the terms and conditions of employment and the letter duly signed by both the parties on the date of joining.

Bindu! We believe we can provide you with an atmosphere in which you can develop your professional talents. We look forward to having you join 'Possible'. Please do not hesitate to contact me if you need any further assistance.

We look forward to having you in **'Possible'** team.

Yours sincerely,
For Truweight Wellness Pvt Ltd.



Kanchan Joshi
Senior Manager-HR

I accept the above offer on the terms indicated. Further, I also confirm that I have read and understood the following Annexure (which are enclosed to the above offer letter) and hereby assure that I will abide to all the conditions mentioned.

1) Annexure II – Private information
2) Annexure III – Covenants

Employee Signature: _____

Date: _____

Signature of HR Representative: _____

Date: _____



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Sector 7 HSR Layout,
Bangalore- 560 102

ANNEXURE - I

Name	**Etukulapati Bindu Priya**
Designation	**Nutrition Coach**
Location	**Bangalore**

Salary Component	Amount (in Rs. Monthly)	Amount (in Rs. Annually)	Remarks
Basic	15200	182400	
HRA	6000	72000	
Special Allowance	0	0	
Fixed CTC	**21200**	**254400**	
Gratuity		8773	
Medical Insurance		2677	Personal medical insurance up to Rs. 2,00,000/- and term cover of Rs. 5,00,000/-
Total CTC	**21200**	**265850**	
Professional Tax	**200**	**2400**	
Net Pay	**21000**	**252000**	

- Above mentioned compensation is exclusive of TDS which will be levied separately and will be borne by the employee. You are requested to submit the Tax Declaration with the HR department to avoid excess TDS.
- Please note the above mentioned salary is subject to 100% attendance and sales collection
- Declaration: declare that I **Etukulapati Bindu Priya** willfully opt Out Of EPF Scheme.

Approved By:

Accepted by:

Kanchan Joshi
(Signature & Date)

Etukulapati Bindu Priya
(Signature & Date)

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17th Cross Road,
Sector 7 HSR Layout,
Bangalore- 560 102

ANNEXURE II

PRIVATE INFORMATION

The employee agrees with TWPL. That:

the work for which I am employed is and will be of a private nature, and in connection with the performance of my services on behalf of TWPL, its subsidiaries and affiliates (together with their predecessors and successors, the "Company"), the Company may make available to me information of a private nature as to the Company and the Company's clients' and prospective clients' business, strategies, methodologies, operations, technologies (including computer software), financial affairs, organizational and personnel matters, policies, procedures, trade secrets, programs, operations, clients, prospective clients, employees and other non-public matters, including those concerning third parties ("Private Information"). I agree that I will receive in strict confidence all such Private Information belonging to the Company or to its clients or prospective clients. I further agree to use my best efforts to maintain and to assist the Company in maintaining the confidentiality of all such Private Information, and to prevent it from coming into unauthorized hands.

The employee further agrees that:

I. I will neither copy nor distribute any material, or other information constituting Private Information which comes into my possession as result of my employment by the Company, other than for the Company use;

II. I will not during the period of employment by the Company nor at any time thereafter, directly or indirectly, disclose to others and/or use for my own benefit or for the benefit of others, Private Information acquired by me during the period of my employment, except to the extent as may be reasonably necessary in the ordinary course of performing my duties as an employee of the Company;

III. I will not disclose to the Company or attempt to induce the Company to use any Private Information or material to which the Company is not entitled;

IV. Upon termination of my employment with the Company, I will return to the Company all materials and information that constitutes Private Information and any copies thereof and certify to the Company that I no longer have any rights to such materials or information, and I will represent that the original and all copies of such materials and information have been returned to the Company.

V. I agree to abide by the TWPL policies and procedures as published by the organization from time to time.

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ANNEXURE III

COVENANT

a) The employee agrees that:

I will not (1) for a period of one year after the termination of this agreement, directly or indirectly solicit to provide or provide any professional services such as those provided by the Company for anyone who is a client of the Company anytime during the twelve months prior to my leaving the Company and for whom I provide any service as an employee of the Company during the five years prior to my leaving, (2) for a period of eighteen months after the termination of this agreement directly or indirectly, without the prior written consent of the Company, solicit for employment with myself or any firm or entity with which I am associated, any employee of the Company or otherwise disrupt, impair, damage, or interfere with the Company's relationship with its employees; or (3) upon the termination of my employment remove, retain, copy, or utilize any confidential, privileged or proprietary information, trade secrets, or other property of the Company, including but not limited to manuals, software, data, files, client lists or materials, or other data, publications or materials. The non-compete provisions of this paragraph will not apply to a client of the Company or any predecessor of the Company for whom I performed services or with whom I had significant professional contact prior to joining the Company. If the Company requests me to terminate my relationship with the Company, the non-compete provisions of this paragraph will not apply to me with respect to those clients of the Company, if any, as to which the Company and I reach mutual agreement.

(b) The employee and the Company acknowledge and agree that the duration and geographic scope of the covenants contained in paragraph (a) are fair and reasonable. Accordingly, the employee and the Company agree that, in the event that any of the covenants contained in paragraph (a) are nevertheless determined by a court or arbitration body to be unenforceable because of the duration or geographic scope thereof, the arbitration body or court making such determination may reduce such duration and/or scope to the extent necessary to enable such arbitration body or court to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.

TRUWEIGHT WELLNESS PVT. LTD. BANGALORE

LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA

(Autonomous and Affiliated to Osmania University)

Re-accredited with 'A' Grade (III Cycle) by NAAC

A "College with Potential for Excellence" by UGC

www.loyolaacademyugpg.ac.in Ph: 040-27862363/27860077 Fax: 040-27867939

Date: 29.08.2022

TEMPORARY APPOINTMENT ORDER

To

MS. KOTA PRAVALIKA

Assistant Professor in Food Science & Nutrition

Dear Kota Pravalika

With reference to your application for the post of **Assistant Professor in Food Science & Nutrition in** the Department of **Food Science & Nutrition (UG)** in our College, the Management is pleased to appoint you purely temporarily in the said post for the academic year **2022-23** on the following terms and conditions:

01. Your appointment is purely temporary for a period from **01.09.2022** to **30.04.2023. However, you will not be permitted to leave the College before end of the term.**

02. Your services will come to an end on expiry of the period mentioned in your appointment order, i.e., after F.N. of **30.04.2023**.

03. You will be paid Rs. **30,000/-** per month.

04. During the temporary period of service, your services are liable to be terminated at any time with **one** month notice or **one** month salary in lieu thereof if the Management is not satisfied with your services or if there is no required workload. In this, the decision of the Chairman, Loyola Academy Society, Secunderabad is final. During the period of your service, you shall carry out the duties entrusted to you efficiently and conscientiously and abide by the service rules of the institution.

05. You shall not seek any employment outside the College when you are in service of the College without the written consent of the Management.

06. You shall not leave the services of the College without giving one month notice or paying one month salary in lieu thereof to the Management.

07. During the above stipulated period of service, you will be entitled to only **one day casual leave** per month.

08. You are requested to take an active part of N.S.S., Extension Programme and other Extra-curricular activities of the College.

Contd.... Page.... 2

09. You shall abide by the service rules by-laws/Regulations/Resolutions and terms and conditions etc., by whatsoever name called by the Governing Body of Loyola Academy Society, and of the Jesuit Province Society, Hyderabad.

10. In matters pertaining to the duty hours, days off, holidays, leave etc., you will be governed by the rules framed and enforced by the College/Management in this regard. You are to put in a net total of minimum 20 hours of classes per week.

11. You are always directly accountable to the Correspondent of the College and your services will be utilized according to the need of the College during your service period.

12. **You are hereby informed that you have not been selected through proper selection committee. Hence you are advised to attend the said proper selection committee which will be held in the college in due course.**

13. This offer is valid only on the day of reporting to duty and upon submission of original education certificates.

If you would accept the post offered in this College with the terms and conditions as detailed above, you are hereby requested to return the (duplicate) copy of Appointment Order duly signed as well as the joining report.

(Fr CH AMARA RAO,SJ.,)
Correspondent
LOYOLA ACADEMY,
ALWAL, SECUNDERABAD-10.

October 12, 2022

P Anusha
H NO 1−69/B KODANGAL MANDAL , VIKARABAD DISTRICT , NAGARAM VILLAGE Vikarabad
Hyderabad Telangana
509336

Dear P Anusha,

Further to your recent meetings and discussions with us, we are pleased to offer you employment with Optum Global Solutions (India) Pvt. Ltd. ("the Company") a UnitedHealth Group Company, in the position of **Medical Coding Analyst** at **salary grade 23.** Your work location shall be at Company's office located at **Building No 12B, Mindspace, Hyderabad**. The terms and conditions of your employment are set out hereinafter:

EMPLOYMENT

We are pleased to extend this offer to you basis the selection process administered. Your effective date of joining shall be no later than **October 19, 2022**. Your employment with the Company shall be subject to the timely submission of the following listed mandatory documents for background verification purposes, to be submitted prior to or latest by your Start Date. Successful pre and/or post−employment background checks, accuracy of the testimonials and information provided by you and your being free from any contractual restrictions preventing you from accepting this offer or starting work with us on the above−mentioned date, are required for your employment with the company:

(i) Highest Degree Certificate
(ii) PAN Card OR Passport
(iii) Relieving Letter/ Experience Letter from all the organizations worked in last 5 years, except for the immediate last employer for which you will be granted 45 days from your start date

You, if so asked by the Company, shall disclose on your own behalf and, if married, on your spouse's behalf full details of any external directorships held and any personal business interests including 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 and your employment will be subject to acceptance by the Company of those external interests.

Please note that if during the pre or post−employment background checks, the background checking agency gives a negative report or in the event of unsatisfactory result of your pre or post−employment background checks, 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, such employment shall automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to Company's rights and remedies against you.

PROBATION

You shall serve a minimum probation period of **90 days** from the date of your joining the Company ("Probation") following which you shall get confirmed into the Company by default unless you receive a letter for confirmation extension. The Company reserves the right to extend the probation period for an additional Ninety (90) days in the event that your performance is not up to expectation.

Your performance shall be evaluated according to your efficiency, punctuality, conduct, maintenance of discipline and in accordance with the Company's regulations or policies existing now or in future. It shall be your responsibility to read, peruse and follow Company's regulations/policies, hardcopies which shall be made available to you upon request, but which otherwise are available on the Company's website.

During the period of Probation, either the Company or you may at any time terminate your employment without cause by giving in writing to the other party, Thirty (30) days notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

PLACE OF POSTING

Your initial place of posting shall be at the Company's office located at **Building No 12B, Mindspace, Hyderabad**. The Company works across different geographies providing services to its clients and you may be required to go through appropriate induction and orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by the Company on a worldwide basis. However, your services are transferable and you may be assigned/ transferred in India or outside India to serve the Company in any of its existing or future offices or any of its group companies or associates. It is a condition of your employment that you comply with any such requirements of the Company. The transfer arrangement shall not deem to constitute a change in your conditions of service.

Notwithstanding the above, you may however be required to work at any other place that the Company may deem fit and as may be required from time to time. You may also be seconded, deputed or transferred to any other person/company associated with the Company whether in India or abroad. In such a case your relocation expenses shall be borne by the Company and your reimbursement shall be as per the relocation policy of the Company.

Your place of work shall change in case of any relocation of the Company's offices, for which you shall be entitled to reimbursement in consonance with the relocation policy of the Company.

The Company operates on a 24X7 basis and is open for 365 days in a year.

PERFORMANCE OF DUTIES

You shall be assigned with all the duties and responsibilities of the **Medical Coding Analyst** and such other duties on behalf of the Company, as may be reasonably assigned from time to time by the Company's management.

COMPENSATION

As compensation for services to be rendered, you shall be paid an annual fixed salary of **Rs.320,000.00**, **(Rupees Three Lakhs Twenty Thousand Only)**. Your cost to the Company (CTC) shall be **Rs.381,200.00**, **(Rupees Three Lakhs Eighty One Thousand Two Hundred Only)** per annum. A detailed compensation structure is provided along with this letter of appointment.

The salary shall be payable on a monthly basis in arrears on or about the last working day of each calendar month, but in no case later than the 7th day of the succeeding calendar month. Please note that your salary details are highly confidential and should not be disclosed inside or outside the Company by you in any manner whatsoever and any failure on your part to adhere to this obligation shall be considered as serious breach of the terms of this letter of appointment.

BONUS

You shall be eligible for bonus as per the Company's bonus policy.

TERMINATION OF EMPLOYMENT

During the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, Thirty (30) days notice. Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

After completion of the Probation period, either Company or you may at any time terminate this letter of appointment without cause by giving in writing to the other party, 60 days notice. The Company reserves the right either to accept your pay and allowance / towards the notice period or demand for actual service during the notice period. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition 7.6 of the Appendix 3 to this letter of appointment.

However, notwithstanding the above, the Employee must refer to the Company's Separation Policy (as available on Company's intranet link) for the notice period days applicable to them based on their entity, grade and employment status at the time of resignation.

The notice period matrix, as provided under the Company's Separation Policy, shall be applicable with the change in employee job family, job role and employment status. The provisions of the notice period matrix, as provided under the Company's Separation Policy, shall over −ride the notice period as stipulated in the appointment contract or any other document issued before this date. No separate individual employee consent shall be necessary for applicability of this clause.

In case of any conflict pertaining to the notice period between this Offer letter and the prevalent Separation Policy of the Company, the contents of the Separation Policy shall take precedence over the terms of this offer letter and shall be binding on the employee.

Your employment shall also be governed by the standard terms and conditions, which are annexed hereto as Appendix 3 and the same shall form an integral part of this letter of appointment.

Your employment is conditional upon your acceptance of the standard terms and conditions and the specific provisions contained in Appendix 3.

Kindly sign and return the duplicate copy of this letter of appointment along with the Appendixes, as a token of your acceptance of the terms and conditions set out herein. Also, please initial each page of this letter of appointment and the Appendixes.

Please note that by signing this letter of appointment, you have agreed to accept the employment with the Company on the terms and conditions set out herein. Upon your signature and return to us, this letter of appointment shall be treated as an employment agreement and the terms and conditions of this letter of appointment shall govern your employment with the Company.

This letter of appointment shall automatically stand revoked in the event you do not join the Company on or before the effective date mentioned in this letter of appointment.

It is a pleasure to welcome you as a part of **Optum Global Solutions (India) Pvt. Ltd.,** We are confident that your employment with the Company shall prove mutually beneficial and rewarding and we look forward to having you join us.

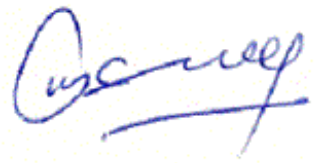
Congratulations and welcome to **Optum Global Solutions (India) Pvt. Ltd.** You shall be receiving an e−mail communication from us shortly for your new hire orientation training. You are requested to attend the same on your first day of reporting along with the documents as mentioned in the Appendix '2'. Should there be a change in your start date, it is mandatory that the same be communicated to us a week in advance.

P Anusha, we thank you for considering **Optum Global Solutions (India) Pvt. Ltd.** as your future employer! We have bold objectives:

- Improve the lives of others;
- Change the landscape of health care forever;
- Leave the world a better place than we found it.

Joining us, shall put you amongst a team that is committed to excellence in everything we do. We are passionate, energetic and focused. You'll be sharing a culture of leadership and excitement as you begin to do **your life's best work.**[SM]

For Optum Global Solutions (India) Private Limited



Sumek Gopal
Vice President − Human Capital

I accept this letter of appointment on the terms and conditions as described herein.

ACKNOWLEDGEMENT:

_____ Date: _____
P Anusha

Appendix 1

Employees shall be entitled to health, personal accident and life insurance benefits as per the Company's policy (over and above CTC)

i. Gratuity shall be paid as per the Gratuity Act (over and above CTC)
ii. Employees shall be eligible for provident fund as per the Employees Provident Fund and Miscellaneous Provisions Act, 1952
iii. Employees shall be eligible for Employees State Insurance as per the Employees State Insurance Act, 1948
iv. No payment under the Rewarding Results Plan/ bonus is guaranteed, and is subject to attainment of corporate and business unit's financial performance thresholds as well as individual performance ratings attained for the year as per the Company discretion.
v. Take home salary shall be net of provident fund & income tax deductions depending on your savings under various schemes. Also, the monthly take home shall be impacted depending on the reimbursements claims every month.
vi. Leave travel allowance (LTA) shall be payable once in a year as governed by the internal policy of the Company.
vii. In case of female employee, key maternity benefits as available under Maternity Benefit Act, 1961, read along with amendments/ state rules, as amended from time to time, are detailed out under the relevant Company's policy and same are further summarized under Appendix 1 of this letter for your reference.

You shall be entitled to avail maternity leave as per your eligibility*, as shown in the table below. The maternity leave is inclusive of weekly offs, and public and national holidays.

*Eligibility: All women employees who have worked for a minimum of 80 (eighty) days of service with the company in the period of twelve months immediately preceding the date of her expected delivery or child is handed over to the commissioning/adopting mother, or date of miscarriage/medical termination are eligible for paid maternity leave.

Types of Maternity Leaves − Leave Entitlement (in Weeks)

i. Maternity Leave up to two (2) surviving children 26
ii. Maternity Leave in case of two (2) or more children 12
iii. Commissioning Mother 12
iv. Adopting Mother 12
v. Leave for miscarriage/medical termination 6
vi. Tubectomy Operation 2

Additional Benefits:

In case the nature of work permits, the reporting manager at his/her own discretion may approve work from home option for you after the maternity leaves have exhausted. However, the duration has to be mutually agreed by you and your manager.

"You shall be entitled to avail crèche facility as per daycare benefit policy."

viii. Company shall review and change the salary structure in case there is an impact to CTC due to any reasons, including but not limited to any change in law.

Appendix 2

Please come prepared with the following required documents (photocopies & originals) on your first day of joining:

- Highest Degree Certificate OR Highest Qualification Marksheet
- PAN CARD − In case you do not have PAN CARD, please apply for a PAN CARD and submit a copy of 'Acknowledgement of PAN CARD Application'
- Date of Birth Proof − Class Xth Certificate
- 6 passport size photographs
- Relieving letter / Experience letter for your immediate last employment Incase the relieving letter has not been issued as yet, kindly carry a copy of your resignation acceptance
- Copy of UAN CARD or FORM 11 (downloaded from EPFO portal) This is applicable for the employees with prior work experience, if UAN has been issued by the previous employer
- Copy of AADHAAR CARD − In case you do not have AADHAAR, please apply for AADHAAR and submit a copy of 'Acknowledgement of AADHAAR Application'
- Cancelled Cheque Leaf if monthly fixed salary is INR 21000 or less.

Your employment with the Company shall be subject to submission of the above documents and required joining forms within 45 (forty five) days of your joining. The Company reserves the right to terminate your employment, in the event the above documents and forms are not submitted within the time stated above.



Appendix 3

STANDARD TERMS AND CONDITIONS OF EMPLOYMENT

This appendix containing the Standard Terms and Conditions of employment is attached to the letter of appointment and shall be deemed to be an integral part thereof. Your employment is conditional upon your acceptance of the standard terms and conditions detailed herein.

1. CONFIDENTIALITY

1.1 The term "Confidential Information" shall include all information, whether written or oral, that is not known by, or not generally available to, the public/outsiders at large and that concerns the business, activities, financial affairs, trade secrets, technology of the Company or otherwise relates to the Company, in any manner whatsoever, its employees, its customers, their clients, suppliers and other businesses or entities, with whom the Company does business, which may come to your knowledge or possession during the tenure of your employment with the Company. You shall hold such Confidential Information in trust and confidence, and not disclose or divulge such Confidential Information to any other person or entity or use any such Confidential Information for your own benefit or benefit of any other party, unless so authorized by the Company or required to be so disclosed or divulged in the course of the proper execution of your duties. You agree to sign the 'Confidentiality Agreement' in this regard, the terms of which shall form an inalienable part of this letter of appointment.

1.2 You undertake not to make copies or duplicates of any tangible Confidential Information or other sensitive property or materials of the Company, including but not limited to keys, access cards, diskettes, programs, photographs or such other proprietary information relating to the Company's business.

1.3 You shall keep strictly confidential, details of your salary and the employment benefits provided to you, within and outside the Company.

1.4 You agree and confirm that the terms and conditions of this Section 1 shall survive the termination or discontinuation of your Services with the Company.

2. NON−SOLICITATION

You shall not, during the term of your employment and for a period of twelve (12) months immediately following any termination of such employment (regardless of whether such termination is voluntary or involuntary), directly or indirectly, individually or on behalf of any other person, firm, corporation or other entity: (a) interfere with the Company's continuing relationships with its other employees, (b) disparage the Company with such other employees, (c) attempt to induce such other employees to leave their employment with the Company, (d) interfere with the Company's continuing relationships with its suppliers or customers, (e) disparage the Company with suppliers or customers, (f) sell, attempt to sell or solicit the sale of products competitive with those of the Company to the Company's customers, or (g) take any action to discourage or divert any suppliers or customers from doing business with the Company.

3. NON−COMPETITION

3.1 You agree that some restrictions on your activities during and after your employment are necessary to protect the goodwill and other legitimate interests of the Company. During your employment, you agree not to engage yourself for any outside business competitive with the Company. During the employment and for a period of one year after your employment terminates/expires (the "Restriction Period") with the Company, you undertake not to compete, directly or indirectly, with the Company in the Territory described below, whether as an employee, consultant, agent, partner, owner, investor, or otherwise. Specifically, but without limiting the foregoing, you agree not to engage in any manner in any activity that is directly or indirectly competitive or potentially competitive with the business of the Company as conducted or under consideration at any time during your employment. For purposes of this provision, the business of the Company shall include all services and products offered by the Company in any manner or under development, and your undertaking shall encompass all items, products, and services that may be used in substitution for the products. You acknowledge that the Company's business is global in scope and therefore the "Territory" referred to above shall include the entire world.

3.2 Notification Requirement: Until 6 (six) months after the period set forth in Section 3.1, you undertake to notify the Company in writing of any change in your address and of each new job or other business activity in which you plan to engage, at least 30 days prior to beginning such job or activity. Such notice shall state the name and address of any new employer and the nature of your position/designation.

4. INTELLECTUAL PROPERTY RIGHTS

You shall disclose promptly, completely and in writing to the Company any discovery, invention, methodology or improvements made thereto, process, software applications or products, conceived, developed or discovered by you, either individually or jointly with others, during your employment ("Inventions") and such Inventions whether or not patent applications are filed thereon shall at all times belong absolutely to and be the sole and absolute property of the Company. You agree to treat such Inventions as Company proprietary and confidential and to use such Inventions solely for the benefit of the Company. You agree to assign to the Company any and all rights, title and interest, including, but not limited to, copyrights, trade secrets and proprietary rights to the Inventions, information, materials, products and deliverables developed during the performance of services to the Company. You agree that all the work performed by you and all Inventions, information, materials, products and deliverables developed by you while in the employment of the Company shall be the exclusive property of the Company and all title and interest therein shall vest in the Company. If and when required by the Company, you shall at the Company's expense take out or apply for patents, licenses or other rights, privileges or protection, as may be directed by the Company in respect of such Inventions, so that the benefit thereof accrues to the Company. You shall execute and do all instruments, acts, deeds and other things, which may be required by the Company for assigning, licensing any Inventions made during the employment, which shall vest with the Company including the name and all benefits arising in respect thereof.

Pursuant to its exclusive proprietary rights, the Company shall have the sole and exclusive right inter alia to use, modify or adapt the Inventions, information, materials, products or deliverables developed by you during the performance of your services as an employee of the Company.

You shall not use the name and/or logo of the Company for any purpose whatsoever nor shall you use any copyright, patent, trademark, trade name, registered design or any other like right vested in the Company except for performing services stipulated in the letter of appointment.

5. DISCIPLINARY ACTION PROCEDURE

Any breach of the Company's regulations/policies, failure to attain or maintain a satisfactory work standard or any misconduct by an employee shall be regarded as a disciplinary or capability matter. Your immediate superior shall normally deal with minor disciplinary matters. The procedure for more serious offences including major misconduct shall be dealt in the manner set out under the Company's regulations/policies.

6. COMPANY'S REGULATIONS/POLICIES

You shall abide and be bound by the Company's regulations/policies, and the same shall form part of this letter of appointment. The Company's regulations/policies may be changed / amended at any time at the discretion of the Company and the changed Company regulations/policies shall thereupon bind you. You shall also carry out and abide by any instruction, policies, 'house rules' and 'office orders' issued by the Company from time to time.

7. TERMINATION OF EMPLOYMENT

7.1 During Probation period either the Company or you may at any time terminate your employment with the Company, without cause, by giving in writing to the other party, 1 (one) months' notice or in lieu thereof 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. You shall not be entitled to any notice pay if your employment is terminated in accordance with condition set forth in Section 7.6 below.

7.2 After completion of the Probation period, either the Company or you may at any time terminate your employment, without cause, by giving in writing to the other party, notice of 60 days or in lieu thereof 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.

7.3 After notice of termination, you shall cooperate with the Company, as reasonably requested by the Company, to effect a transition of your responsibilities and ensure that the Company is aware of all matters being handled by you.

7.4 Upon termination of your employment with the Company for any reason, you shall promptly return to the Company any keys, credit cards, passes, confidential documents or material, or other property belonging to the Company, and return all writings, files, records, correspondence, notebooks, notes and other documents and things (including any copies thereof) containing Confidential Information or relating to the business or proposed business of the Company or its subsidiaries or affiliates. The Company reserves the right not to relieve you of your employment in the event that all the Company's documents/ property / Confidential Information in your custody have not been properly handed over by you to an authorized representative of the Company.

7.5 The Company reserves the right during any period of notice to exclude you from the premises of the Company, or to require you to carry out specified duties at premises other than those referred to in Section 3 of the letter of appointment, or to carry out no duties, and to instruct you not to communicate with clients, employees, agents or representatives of the Company until your employment has been terminated, provided that you shall continue to be paid and to enjoy normal contractual benefits during any such period, except in the case of suspension. You shall not be entitled to engage in any other employment, work or business during this notice period.

7.6 In addition to all the rights of the Company provided for in this agreement or in any other policies/regulations of the Company or under law, the Company may terminate your employment forthwith in any of the following circumstances:

i. Breach by you of any of the terms of this letter of appointment ;Breach of any clauses of the Company's regulations/policies as referenced in Section 6 hereinabove;
ii. Unauthorized absence beyond a period of seven consecutive days;
iii. Inability to perform your duties beyond a period of thirty (30) days, whether on medical grounds or on any other grounds;
iv. Physical or mental incapacitation to perform your duties;
v. Any misrepresentation by you to the Company, whether made orally or in writing and whether expressly or by conduct, and whether at the time of appointment or prior or subsequent thereto;
vi. Commission of any act detrimental to the interests of the Company;
vii. Commission of any act of moral turpitude;
viii. Misconduct;
ix. Commission of an act of insolvency;
x. Conviction in any court of law for the commission of any crime; or
xi. Your performance is continuously measured as below expectation.

Notwithstanding anything contained in Section 7.1, the Company reserves the right to terminate your employment without giving any notice period or pay in lieu thereof if you are in breach of the sub−clauses of clause 7.6 hereinabove.

8. REPRESENTATION

You represent and warrant that you are not bound by or subject to any court order, agreement, arrangement or undertaking (including but without limitation any non−competition or non−solicitation undertakings) or any other disability of any nature which may in any way restrict or prohibit you from entering into this letter of appointment or from performing your duties and providing services under this agreement of employment on the terms and condition contained herein.

9. INTERPRETATION

If any of the provisions of this letter of appointment shall, for any reason, be held to be invalid, illegal or unenforceable in any respect, such invalidity, illegality or un¬enforceability shall not affect any other provisions of this letter of appointment, and this letter of appointment shall be construed as if such invalid, illegal or unenforceable provision has never been contained in this letter of appointment. If, moreover, any one or more of the provisions contained in this letter of appointment shall for any reason be held to be excessively broad as to duration, activity or subject, it shall be construed by limiting and reducing it, so as to be enforceable to the extent compatible with the applicable law as it shall the appear.

10. DISPUTES

All disputes or differences whatsoever arising between the Company and you out of or relating to the construction, meaning and operation or effect of this letter of appointment or the breach thereof shall be settled by a senior officer of the Company and the decision made in pursuance thereof shall be binding on you and the Company.

11. WAIVER OF BREACH

Any waiver by the Company of a breach of any provision of this letter of appointment shall not operate or be construed as a waiver of any subsequent breach.

12. EMPLOYEE PERSONAL INFORMATION

12.1. The Company understands that privacy of information is important to you. The Company does not sell or otherwise share personally identifiable information except as provided below.

12.2. You consent to the processing and use of your Personal Data held by the Company for legal, personnel, administrative and/or management purposes. You further consent to the transfer of your Personal Data to other members of the UnitedHealth Group and to other third parties including those who provide products or services to the Company (such as benefit providers, record maintenance and payroll administrators), legal counsel, regulatory authorities, potential or future employers and potential purchasers of the Company or the business in which you work provided that the transfer is for one of the purposes referred to above, even where the recipient of the data is located in a country or territory which does not maintain adequate data protection standards but where the Company has nevertheless installed reasonable technical safeguards to avoid unauthorized access.

12.3. You further consent to your Personal Data being stored on a central database in the USA or wherever it may be located in the future, which is accessible by persons from the UnitedHealth Group and other third parties mentioned above in a number of different countries or territories, including countries and territories which do not maintain adequate data protection standards. For the purposes of this consent, "Personal Data" includes, but is not limited to: name, address and contact details, date of birth, marital status, educational background, employment application, history with the company, job title, areas of expertise, details of salary and benefits, social security number, bank details, performance appraisals, salary reviews, records relating to holiday and other leave, working time records, details of any shares of common stock or directorships of the Company or any other member of the UnitedHealth Group held by you, details of all stock options, phantom stock options, or any entitlement to shares of common stock of the Company or any other member of the UnitedHealth Group awarded, cancelled, exercised, vested, unvested or outstanding in your favor and other management records. Personal Data also includes Sensitive Personal Data relating to your health (including information in the employee medical questionnaire, records of sickness absence, medical certificates and reports).

13. OTHERS

13.1. You shall be bound by the Company's regulations/policies, and all other rules, instructions, and orders issued by the Company from time to time, in relation to your conduct, discipline and service conditions such as leave, medical, retirement, etc. as if these Company's regulations/policies, rules, instructions, etc. were part of this letter of appointment. In case of any conflict between this letter of appointment and Company's regulations/policies, the terms and conditions herein shall override/prevail.

13.2. You shall inform the Company as soon as possible about any change in your residential address.

13.3. Survival: Section 1, 2, 3, 4 & 12.3 shall survive the termination of this letter of appointment.



LOYOLA ACADEMY

(DEGREE & PG COLLEGE)

OLD ALWAL, SECUNDERABAD - 500 010, TELANGANA, INDIA

(Autonomous and Affiliated to Osmania University)

Re-accredited with 'A' Grade (III Cycle) by NAAC

A "College with Potential for Excellence" by UGC

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1117208200037
MSC. Data science
2021-2022
on campus

Date: 29.08.2022

TEMPORARY APPOINTMENT ORDER

To
Ms. SATHULURI DIVYA BHANU
Assistant Professor in Food Science & Nutrition

Dear Ms. Sathuluri Divya Bhanu

With reference to your application for the post of **Assistant Professor in Food Science & Nutrition in** the Department of **Food Science & Nutrition (UG)** in our College, the Management is pleased to appoint you purely temporarily in the said post for the academic year **2022-23** on the following terms and conditions:

01. Your appointment is purely temporary for a period from **01.09.2022** to **30.04.2023. However, you will not be permitted to leave the College before end of the term.**

02. Your services will come to an end on expiry of the period mentioned in your appointment order, i.e., after F.N. of **30.04.2023.**

03. You will be paid Rs. **30,000/-** per month.

04. During the temporary period of service, your services are liable to be terminated at any time with **one** month notice or **one** month salary in lieu thereof if the Management is not satisfied with your services or if there is no required workload. In this, the decision of the Chairman, Loyola Academy Society, Secunderabad is final. During the period of your service, you shall carry out the duties entrusted to you efficiently and conscientiously and abide by the service rules of the institution.

05. You shall not seek any employment outside the College when you are in service of the College without the written consent of the Management.

06. You shall not leave the services of the College without giving one month notice or paying one month salary in lieu thereof to the Management.

07. During the above stipulated period of service, you will be entitled to only **one day casual leave** per month.

08. You are requested to take an active part of N.S.S., Extension Programme and other Extra-curricular activities of the College.

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