

Date: May 1, 2017

Mr. SUDHAKAR.M
S/O M MUNASWAMY
D.No 11-13, NGO COLONY, PUTTUR
District : CHITTOOR-517583
Mobile : 9491814681

Offer of Employment

Dear SUDHAKAR.M,

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 our organization as **Graduate Engineer Trainee**

Date of Joining after successful completion of your course. During your probation period of 6 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs.2, 40, 0000**. This includes incentive indication of Rs.10, 000 as well as adaptive contribution of Rs.12000 towards benefits such as Medical, Accident, Life Insurance.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time.

We look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the organization.

Welcome to our Organization! We look forward to a mutually fruitful association

Yours Sincerely

For Balajee Infratech & Constructions Private Limited,



(Rana Prathap)
HR Manager

Balajee Infratech & Constructions Private Limited, CIN:U45200MH1999PTC122251
601-602, Advent Atria, Opp. Kingston Apartment, Chincholi Bunder Road, Malad West,
Mumbai - 400 064 Maharashtra, India. Tel: 022 4082 8300 / 8301 Fax: 022 4082 8393
CIN:U45200MH1999PTC122251
Email: excavate@balajeegroup.com Web: www.balajeegroup.com



Date: May 1, 2017

Mr. UCCHALA VENKATESHWARA REDDY
S/O LATE UCCHALA VENUGOPAL REDDY
D.No 4/81-A, P VENGANAPALLI, PUPPALA
District ANANTAPUR
Mobile : 9491814681

Offer of Employment

Dear UCCHALA VENKATESHWARA REDDY,

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 our organization as **Graduate Engineer Trainee**

Date of Joining after successful completion of your course. During your probation period of 6 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 2, 40, 0000**. This includes incentive indication of Rs.10, 000 as well as adaptive contribution of Rs.12000 towards benefits such as Medical, Accident, Life Insurance.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time.

We look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the organization.

Welcome to our Organization! We look forward to a mutually fruitful association

Yours Sincerely

For Balajee Infratech & Constructions Private Limited,



(Rana Prathap)
HR Manager

Balajee Infratech & Constructions Private Limited, CIN:U45200MH1999PTC122251
601-602, Advent Atria, Opp. Kingston Apartment, Chincholi Bunder Road, Malad West,
Mumbai - 400 064 Maharashtra, India. Tel: 022 4082 8300 / 8301 Fax: 022 4082 8393
CIN:U45200MH1999PTC122251
Email: excavate@balajeegroup.com Web: www.balajeegroup.com



Date:05-05-2017

To
Mr Hemanth.M
S/o Sri M Ramakrishna
3-356, 3 Ward, Bukkapattanam,Ananthapuram(DT)



Dear Mr Hemanth.M,

Congratulations...welcoming you On-Board to BSCPL family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/66 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee - Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	:262,099/-(Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPL family and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh
Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel: +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



PRE-EMPLOYMENT AGREEMENT



This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri Hemanth.M aged 21 Years resident of 3-356, 3 Ward, Bukkapattanam, Ananthapuram(D)T, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/66 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 1,00,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)

(Signature of the Employer)

BSCPL Infrastructure Ltd. c1N : u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net

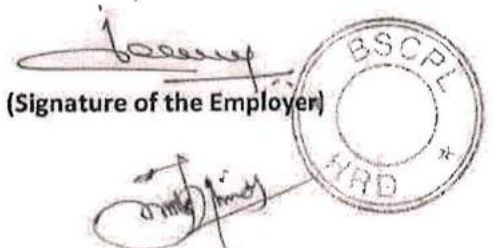


- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company, and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. Understanding: The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- {a) Organization development plans as laid down by the Company;
- {b) Cost of Training being incurred;
- {c) Loss of alternate resource selection;
- {d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

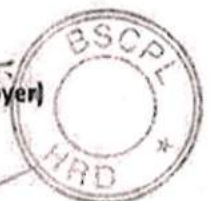
12 That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month (the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account (mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



- (b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.
- (c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.
- (d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.
- (e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.

IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first about written.

Signature of the Candidate:Date:.....

Witness Candidate Side:

Witness Company Side:

Name:

Name:

Location:

Location:

Date:

Date:

(Signature of the Candidate)

For BSCPL INFRASTRUCTURE LIMITED

[Handwritten Signature]
Chief General Manager
(Signature of the Employer)



[Handwritten Signature]

Date:05-05-2017

To

Mr Ramprasad.M

S/o Sri M Sekhar

1-488 Kadapa Road,Pileru,Chittoor AP -517214

Dear Mr O Venu



Congratulations...welcoming you On-Board to BSCPL family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/64 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee - Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	:262,099/-(Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPL family and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh

Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel: +91 40 23307704, 23307831, Fax: +91 40 23307385,

Email: info@bscpl.net Web: www.bscpl.net





ISO 9001:2008
QMS/91/R/ 1151/a

PRE-EMPLOYMENT AGREEMENT

This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri Ramprasad.M aged 21 Years resident of 1-488 Kadapa Road,Pileru,Chittoor AP - 517214, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/64 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

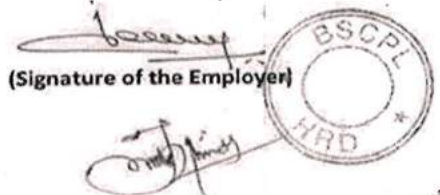
1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 1,00,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)

(Signature of the Employer)



BSCPL Infrastructure Ltd. c1N : u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company, and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. **Understanding:** The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- {a) Organization development plans as laid down by the Company;
- {b) Cost of Training being incurred;
- {c) Loss of alternate resource selection;
- {d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

12 That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month {the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account {mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



- (b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.
- (c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.
- (d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.
- (e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.

IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first about written.

Signature of the Candidate: Date:.....

Witness Candidate Side:

Witness Company Side:

Name:

Name:

Location:

Location:

Date:

Date:

(Signature of the Candidate)

For BSCPL INFRASTRUCTURE LIMITED

[Handwritten Signature]
Chief General Manager

(Signature of the Employer)



[Handwritten Signature]

Date:05-05-2017

To

Mr Reddy Sai.N

S/o Sri N Raju

20-2-471/46/5 ,Maruthinagar, Korlagunta,Tirupathi AP-517501

Dear Mr Reddy Sai.N



Congratulations...welcoming you On-Board to BSCPI family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/62 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee - Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	:262,099/-(Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPL family and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh

Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel: +91 40 23307704, 23307831, Fax: +91 40 23307385,

Email: info@bscpl.net Web : www.bscpl.net



PRE-EMPLOYMENT AGREEMENT

This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri Reddy Sai.N aged 21 Years resident of 20-2-471/46/5, Maruthinagar, Korlagunta, Tirupathi AP-517501, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/62 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

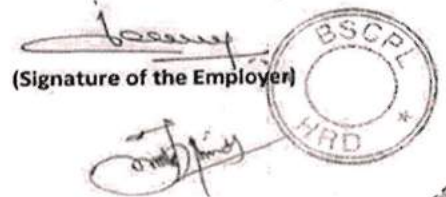
1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 100,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)

(Signature of the Employer)



BSCPL Infrastructure Ltd. c1N :

u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company, and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. **Understanding:** The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- {a) Organization development plans as laid down by the Company;
- {b) Cost of Training being incurred;
- {c) Loss of alternate resource selection;
- {d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

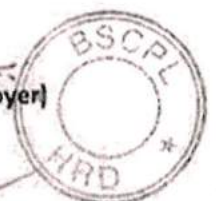
12. That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month {the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account {mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



- (b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.
- (c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.
- (d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.
- (e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.

IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first about written.

Signature of the Candidate:Date:.....

Witness Candidate Side:

Witness Company Side:

Name:

Name:

Location:

Location:

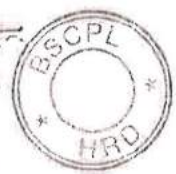
Date:

Date:

(Signature of the Candidate)

For BSCPL INFRASTRUCTURE LIMITED

[Handwritten Signature]
Chief General Manager
(Signature of the Employer)



[Handwritten Signature]

Date:05-05-2017

To

Mr Sudheer Kumar.B

S/o Sri B Somalinga Reddy

2-17,BC Colony, Nethrapalli,Gummagatta,Netrapalli,Anantapur AP-515867

Dear Mr Sudheer Kumar.B



Congratulations...welcoming you On-Board to BSCPL family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/67 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee – Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	: 262,099/- (Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPL family and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh

Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



PRE-EMPLOYMENT AGREEMENT

This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri Sudheer Kumar.B aged 21 Years resident of 2-17,Bc Colony, Nethrapalli,Gummagatta,Netrapalli,Anantapur AP-515867, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/67 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 1,00,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)


(Signature of the Employer) 

BSCPL Infrastructure Ltd. c1N :

u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company; and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. Understanding: The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- {a) Organization development plans as laid down by the Company;
- {b) Cost of Training being incurred;
- {c) Loss of alternate resource selection;
- {d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

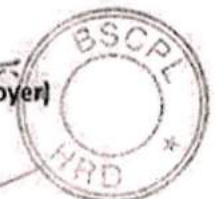
12 That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month {the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account {mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



- (b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.
- (c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.
- (d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.
- (e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.

IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first about written.

Signature of the Candidate:Date:.....

Witness Candidate Side:

Witness Company Side:

Name:

Name:

Location:

Location:

Date:

Date:

(Signature of the Candidate)

For BSCPL INFRASTRUCTURE LIMITED

[Handwritten Signature]
Chief General Manager

(Signature of the Employer)



[Handwritten Signature]

Date:05-05-2017

To

Mr O Venu

S/o Sri Ozili Venkateswarlu

Gottapalem, Manubolu, Vadlapudi, Nellore, AP-524405

Dear Mr O Venu



Congratulations...welcoming you On-Board to BSCPL family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/70 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee – Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	:262,099/-(Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPLfamily and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh

Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



PRE-EMPLOYMENT AGREEMENT



This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri O Venu aged 21 Years resident of Gotlapalem, Manubolu, Vadlapudi, Nellore, AP-524405, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/70 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

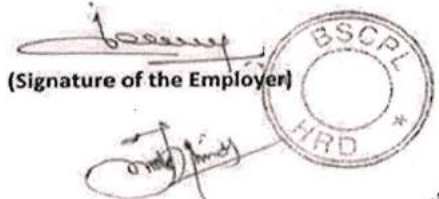
1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 1,00,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)

(Signature of the Employer)



BSCPL Infrastructure Ltd. c1N : u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company, and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. **Understanding:** The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- (a) Organization development plans as laid down by the Company;
- (b) Cost of Training being incurred;
- (c) Loss of alternate resource selection;
- (d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

12 That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month (the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account (mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



(b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.

(c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.

(d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.

(e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.
 IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first about written.

Signature of the Candidate:
 Date:

Witness Candidate Side:
 Witness Company Side:

Name:
 Location:
 Date:

For BSCPL INFRASTRUCTURE LIMITED



Chief General Manager
 (Signature of the Employer)

[Handwritten signature]

(Signature of the Candidate)

Date:05-05-2017

To
Mr D Lokesh
S/o Sri D Kannaiah
Munadlapudi,Tirupathi,Chittoor Dist-517503



Dear Mr D Lokesh

Congratulations...welcoming you On-Board to BSCPL family on 01th July 2017

Sub: Offer of Employment

In continuation to our letter BSCPL/HO-HR/REC/2017/69 dated 20-April-2017 addressed to your College communicating about the selection of your candidature for our organisation as *Graduate Engineer Trainee - Civil* based on the campus selection process, we are pleased to make this employment offer with the following particulars and the terms as mentioned in the attached *Pre-Employment Agreement*:

Annual CTC	:262,099/-(Rupees Two Lakh(s) Sixty Two Thousand Ninety Nine Only) including Fixed Service Bonus (FSB).
Induction & Initial Training	: You will undergo induction, initial training and orientation at one of our project camp in South India about a month (location & address will be communicated to you through E-Mail on or before 20 th June 2017).
Location of Posting	: After the induction, training and orientation, your location of posting will be communicated.
Accommodation & Food	: Free of cost at the Project Location where you will be posted.
Training Period	: As Graduate Engineer Trainee, your initial training period will be one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.

This offer is valid for you to continue on the employment subject to passing out of your final year result of graduation in civil engineering without any backlog and obtaining provisional certificate of graduation within a reasonable period of time after final year result declaration by the University.

The detailed appointment letter will be issued to you immediately after your final year exam result declaration and obtaining a course completion certificate from the College with declaration of no course backlog.

Please signify your acceptance of this offer by signing below and return the same along with the signed pre-employment agreement for our records.

We heartily welcome you to BSCPL family and look forward to having you on-board soon!

For BSCPL Infrastructure Limited

V Jagadeesh
Chief General Manager



BSCPL Infrastructure Ltd. CIN : U45203AP199BPLCO29154

8-2-50211/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



PRE-EMPLOYMENT AGREEMENT



This agreement made on 02nd May 2017 between M/s BSCPL Infrastructure Limited, a Company registered under the provision of Companies Act 1956 and having its Registered Office at # 8-2-502/1/A, JIVI Towers, Road No. 7, Banjara Hills, Hyderabad – 500 034, Telangana State hereinafter called "the Company" through its authorized signatory which expression shall unless repugnant to the context or meaning thereof, mean and include its successors and assigns of the one part and

Sri D Lokesh aged 21 Years resident of Munadlapudi, Tirupathi, Chittoor Dist-517503, hereinafter called "the Candidate" and subsequently on joining called "the Employee", which expression shall unless repugnant to the context or meaning thereof mean and include, his heirs, executors, administrators, and assigns on the other part.

Whereas the Company has conducted a Campus Recruitment for the Graduate Civil Engineers at Siddhartha, Tirupathi on 16 February-2017 through the introduction of the Company, Written Test, Technical and HR Interviews based on the criteria of the students as presented by the College and the Students. After a due selection process based on the Company's internal assessment system and adopted criteria, the Company has communicated to the College vide Letter BSCPL/HO-HR/REC/2017/69 dated 20-April-2017 about the selection of the above referred Candidate.

Whereas the said Candidate is required to enter into an Agreement and the parties hereto are desirous of recording the said terms & conditions.

1. That the Company has selected the said Candidate as Graduate Engineer Trainee - Civil for the Company, which will be an opportunity for the Candidate to learn, take up functions assigned to him from time to time and develop career with the Company.
2. That the initial training period will be indicatively one year from the date of joining which may be extended based on the progress review after one year. On successful completion of the training period, there will be a re-fixation of designation. However, revision of salary will be done at the time of scheduled performance appraisal.
3. That, the said employee shall, during the tenure of his service be entitled to the notified Salary (as communicated to the College in the selection announcement) which will be part of the Offer Letter and Appointment Letter.

Further the agreement period will commence from the date of joining with the Fixed Service Bonus period of 60 (Sixty months) months as under:

- (a) Upon completion of 30 months, along with 31st month salary an amount of Rs 1,00,000/- (Rupees One Lakh only) will be paid by the Company to the Employee;
- (b) Upon completion of 45 months, along with 46th month salary an amount of Rs 75,000/- (Rupees Seventy-five Thousand only) will be paid by the Company to the Employee;

(Signature of the Candidate)


(Signature of the Employer)


BSCPL Infrastructure Ltd. c1N : u4s20JAP1998PLco291s4

8-2-502/1/A, JIVI Towers, Road No.7, Banjara Hills, Hyderabad - 500 034.

Tel : +91 40 23307704, 23307831, Fax : +91 40 23307385,

Email : info@bscpl.net Web : www.bscpl.net



- (c) Upon completion of 60 months, along with the 61st month salary an amount of Rs 125,000/- (Rupees One Lakh Twenty-five Thousand only) will be paid by the Company to the Employee.
4. That the said employee shall in the discharge of his duties conform to and comply with all the rules and regulations and directions of the Company and the statutory guidelines from time to time, and shall not do or cause to be done anything against the interest of the Company.
 5. That the said employee shall, during the said terms, employ himself efficiently and diligently and to the best of his ability and shall devote his whole time and attention to the assignment generally the PROJECT SITE WORK, carry out duties and work as assigned to him and shall obey and comply with all lawful order and directions given to him by the assigned PROJECT MANAGER / PROJECT LEADER or Officers superior to him, and shall honestly, diligently and faithfully serve the Company and use his utmost endeavor to promote the interest of the Company and make use of the opportunity for maximum learning.
 6. That the said employee shall not during the period of this agreement work directly or indirectly in any trade or business either as employer or partner or advisor or in any other capacity.
 7. That the said employee shall be just and faithful to the Company in all matters and shall not at any time except under legal process, divulge to any person whatsoever and shall use his best endeavors to prevent the publication or disclosure of any trade secret or any information concerning management decision of the Company or of its dealings, transactions, or affairs which may come to his knowledge.
 8. That, this agreement shall be determined upon the death of the said employee and in that event, his legal heirs, executors, and administrators shall be entitled to a proportionate part of his salary and other legal dues computed till the date of his death and the employee's heirs, executors, and administrators, shall not be liable to pay any liquidated damages.
 9. That, if at any time during his employment, the said employee is found guilty of misconduct or any willful breach or continuous negligence of the terms of this agreement or dereliction of the duties and / or instructions given to him from time to time by the Company, the Company may without prejudice to any other action as may be called for without any notice or payment in lieu of any notice, put an end to and determine the employment and said employee with the Company, without prejudice to the above. The employee shall be deemed to have brought about such a situation by his misconduct compelling the Company to put an end to his services and the employee shall therefore, continue to be liable for all losses / damages to the Company, and the determining such situation will be based on the continuous comprehensive evaluation.
 10. That the employer shall not ordinarily terminate the services of the employee during the agreed tenure of Fixed Service Bonus, but if it becomes necessary to dispense with the services of the employee for any reason other than those mentioned as per appointment terms.

(Signature of the Candidate)

Page 2 of 4

(Signature of the Employer)



11. Understanding: The Candidate has clearly understood the Company's plan, intention to recruiting him and he has expressed an explicit commitment towards the same. And any breach of the conditions from his side will affect the Company for the effort the company has put in vitally viz:

- {a) Organization development plans as laid down by the Company;
- {b) Cost of Training being incurred;
- {c) Loss of alternate resource selection;
- {d) Special compensation offered to the Employee is different from normal course. Rs12,000/- p.m is the normal salary per month paid to a fresh Engineer whereas the Company has offered a special salary which has an additional cost implication of Rs9000/- p.m including Fixed Service Bonus (FSB).

The Candidate fully understands from the information available to him that the Company spends approximately Rs6,50,000/- (Rupees Six Lakh Fifty Thousand) for two years towards the extent of the above factors and the initial first 2 years would be a learning on-the-job and the productivity to the Company would be minimal and the actual effect and contribution to the Company from the candidate's side would begin only in the third year from which period his career growth begins and therefore this mutual understanding that the employee will serve the organization for a longer period of time to be mutually beneficial and hence this agreement.

12 That the said employee shall not leave the service of the Company ordinarily until the completion of the period of Fixed Service Bonus with a view of the cost, cause and effect that the Company is investing in the Employee. If he leaves services in breach of this agreement, the following conditions shall be attracted.

- (a) **Liquidated Damages/Minimum Liability:** That the said employee agrees to pay to the company an amount of Rs4,000 per month {the difference between the special salary earned by you from the Company and the normal market salary as mentioned in the Clause No. 11above. However the normal market salary will be determined at an incremental value at the rate of the yearly increment if any as secured by you from the Company in event of any such settlement) for every service month completed towards liquidated damages for premature termination of the agreement at the instance of the employee, during the first five years. The said amount has been mutually agreed by and between the parties considering the circumstances of the case and considering all the facts including the fact that the loss that will be suffered by the Company on this account mainly for training expenses including the cost of infrastructure, special salary package offered than normal course as explained in the above referred clause.

The said amount has been mutually agreed by and between the parties considering the circumstances of the case and also all the facts including the fact that the loss that will be suffered by the Company on this account {mainly for training expenses including the cost of infrastructure) cannot be ascertained in terms of money and it shall not be open to the employee in the event of any claim being made against him under this agreement, to plead that the amount of damages is excessive or that it tantamount to penalty or that it is otherwise irrecoverable according to law..

(Signature of the Candidate)

(Signature of the Employer)



- (b) During the training period of first one year, there will be a continuous comprehensive evaluation of the ability to understand works assigned, attitude towards work etc., which will be the determining factors for arriving the performance rating. Poor Performance rating shall mean demonstrating continuous inability of grasping the technical guidance, team skill etc., and in such cases the Company reserves the right to take decision on the employee on his extending the training period or terminating the employment with the Company with or without notice and in which case there is no notice period compensation payable by the Company but the minimum liability clause will be applicable to the employee as mentioned in clause (A) above.
- (c) That in addition to the liquidated damages, the said employee shall pay to the Company as specific damages, a sum of money, computed as damages actually suffered and attributed directly or indirectly, to the premature termination of agreement at the instance of the said employee by his leaving the service of the company due to misconduct or otherwise, before the completion of the tenure specified herein earlier.
- (d) That the said employee shall undergo training and work during the service period in India or abroad as and when required by the Company. In case the employee is required to take training abroad, and is so sponsored by the Company, the employee would be required to sign a separate agreement.
- (e) That in the event of any dispute or difference arising between parties hereto either during subsistence of this agreement or afterwards relating to this agreement, the same shall be referred to the Arbitration of the Company whose decision shall be final and binding on the parties. The provisions, of the Indian Arbitration Act, 1940 or any statutory modification or re-enactment thereof for the time being in force shall be applicable in HYDERABAD courts alone will have exclusive jurisdiction in all the matters connected with this agreement.

13 Upon joining the Company, this agreement forms integral part of the appointment letter.

IN WITNESS WHEREOF the parties hereto have set their hands to this agreement on the day, month and year first above written.

Signature of the Candidate: Date:.....

Witness Candidate Side:

Witness Company Side:

Name:

Name:

Location:

Location:

Date:

Date:

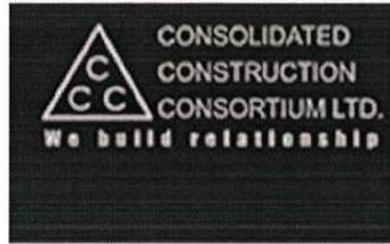
(Signature of the Candidate)

For BSCPL INFRASTRUCTURE LIMITED

[Signature]
Chief General Manager
(Signature of the Employer)



[Signature]



[Private and Confidential]

Offer Letter

25/05/2017

DEAR SAI TEJASWINI.C,

It is my pleasure to extend the following offer of employment to you on **Consolidated Construction Consortium Pvt Ltd** and your joining date is **16/06/2017**

You are appointed to the position of **Trainee Engineer** and in this capacity, you will report directly to HRD CCC Pvt. Ltd your CTC will be 1.8 Lakhs (Rs. one Lakh and eighty thousand) per annum during probation period which is of Three months then salary is bound to hike depend on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Trainee Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

With Regards

Campus Initiative Cell

Consolidated Construction Consortium Services Pvt Ltd.

www.ccclindia.com



[Private and Confidential]

Offer Letter

25/05/2017

DEAR C KRISHNA CHAITHANYA,

It is my pleasure to extend the following offer of employment to you on **Consolidated Construction Consortium Pvt Ltd** and your joining date is **16/06/2017**

You are appointed to the position of **Trainee Engineer** and in this capacity, you will report directly to HRD CCC Pvt. Ltd your CTC will be 1.8 Lakhs (Rs. one Lakh and eighty thousand) per annum during probation period which is of Three months then salary is bound is hike depend the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Trainee Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

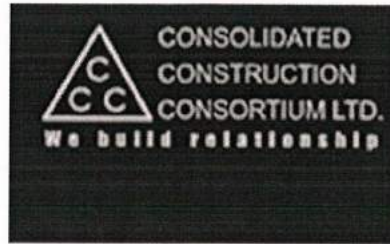
You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

With Regards

Campus Initiative Cell

Consolidated Construction Consortium Services Pvt Ltd.

www.cclindia.com



[Private and Confidential]

Offer Letter

25/05/2017

DEAR N NARENDRA,

It is my pleasure to extend the following offer of employment to you on **Consolidated Construction Consortium Pvt Ltd** and your joining date is **16/06/2017**

You are appointed to the position of **Trainee Engineer** and in this capacity, you will report directly to HRD CCC Pvt. Ltd your CTC will be 1.8 Lakhs (Rs. one Lakh and eighty thousand) per annum during probation period which is of Three months then salary is bound to hike depend on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Trainee Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

With Regards

Campus Initiative Cell

Consolidated Construction Consortium Services Pvt Ltd.

www.ccclindia.com



[Private and Confidential]

Offer Letter

25/05/2017

DEAR P RAMBABU,

It is my pleasure to extend the following offer of employment to you on **Consolidated Construction Consortium Pvt Ltd** and your joining date is **16/06/2017**

You are appointed to the position of **Trainee Engineer** and in this capacity, you will report directly to HRD CCC Pvt. Ltd your CTC will be 1.8 Lakhs (Rs. one Lakh and eighty thousand) per annum during probation period which is of Three months then salary is bound to hike depend on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Trainee Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

With Regards

Campus Initiative Cell

Consolidated Construction Consortium Services Pvt Ltd.

www.ccclindia.com



[Private and Confidential]

Offer Letter

25/05/2017

DEAR K VIJAYKUMAR,

It is my pleasure to extend the following offer of employment to you on **Consolidated Construction Consortium Pvt Ltd** and your joining date is **16/06/2017**

You are appointed to the position of **Trainee Engineer** and in this capacity, you will report directly to HRD CCC Pvt. Ltd your CTC will be 1.8 Lakhs (Rs. one Lakh and eighty thousand) per annum.during probation period which is of Three months then salary is bound is hike depend the performance. .

Initially you would be put under training to familiarize and adapt you to the requirements of Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Trainee Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

With Regards

Campus Initiative Cell

Consolidated Construction Consortium Services Pvt Ltd.

www.ccclindia.com



June 12, 2017

Dear CHANDANA.M

Candidate ID: 5441236

In further Continuation to our discussions, we are pleased to offer you the role of **Site Engineer** in KPC project ltd, Hyderabad. Invite you to join **KPC Project Ltd** family

During your probation period of 12 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 1, 80,000**. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time. Your compensation will be reviewed in future as per Company policy.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.kpcprojects.com

Yours Sincerely

For KPC Project Ltd.,

A handwritten signature in black ink, appearing to read 'M. Naidu', is written over a horizontal line.

HR Manager

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

Signature:

Date:



June 12, 2017

Dear LAVEENA.A,

Candidate ID: 5441240

In further Continuation to our discussions, we are pleased to offer you the role of **Site Engineer** in KPC project ltd, Hyderabad. Invite you to join **KPC Project Ltd** family

During your probation period of 12 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 1, 80,000**. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time. Your compensation will be reviewed in future as per Company policy.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.kpcprojects.com

Yours Sincerely

For KPC Project Ltd.,

A handwritten signature in black ink, appearing to read 'M. Naidu', with a horizontal line underneath.

HR Manager

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

Signature:

Date:



June 12, 2017

Dear SIVARAJ.N,

Candidate ID: 5441238

In further Continuation to our discussions, we are pleased to offer you the role of **Site Engineer** in KPC project ltd, Hyderabad. Invite you to join **KPC Project Ltd** family

During your probation period of 12 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 1, 80,000**. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time. Your compensation will be reviewed in future as per Company policy.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.kpcprojects.com

Yours Sincerely

For KPC Project Ltd.,

HR Manager

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

Signature:

Date:



June 12, 2017

Dear TEJASWINI.C,

Candidate ID: 5441244

In further Continuation to our discussions, we are pleased to offer you the role of **Site Engineer** in KPC project ltd, Hyderabad. Invite you to join **KPC Project Ltd** family

During your probation period of 12 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 1, 80,000**. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time. Your compensation will be reviewed in future as per Company policy.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.kpcprojects.com

Yours Sincerely

For KPC Project Ltd.,

A handwritten signature in black ink, appearing to read 'M. Naidu', is written over a horizontal line.

HR Manager

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

Signature:

Date:



June 12, 2017

Dear VENKATESWARA RAO.M,

Candidate ID: 5441247

In further Continuation to our discussions, we are pleased to offer you the role of **Site Engineer** in KPC project ltd, Hyderabad. Invite you to join **KPC Project Ltd** family

During your probation period of 12 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 1, 80,000**. The allowances, benefits and other terms and conditions of your employment will be as per Company policies as applicable from time to time. Your compensation will be reviewed in future as per Company policy.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.kpcprojects.com

Yours Sincerely

For KPC Project Ltd.,


HR Manager

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

Signature:

Date:



Offer Letter

22-April-2017

Dear ANITHA.P,

It is my pleasure to extend the following offer of employment to you on Megha Engineering Projects India Pvt. Ltd for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depending on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of the construction industry and our clients to acquire skills to be selected for the mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

Campus Initiative Cell

Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> : info@meil.in



Offer Letter

22-April-2017

Dear **GANESH.P,**

It is my pleasure to extend the following offer of employment to you on Megha Engineering Projects India Pvt. Ltd for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depending on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of the construction industry and our clients to acquire skills to be selected for the mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirements. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of the last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

**Campus Initiative Cell
Megha Projects Ltd.**

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> : info@meil.in



Offer Letter

22-April-2017

Dear **GIREESH BABU.A,**

It is my pleasure to extend the following offer of employment to you on Megha Engineering Projects India Pvt. Ltd for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depend on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of construction industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

Campus Initiative Cell

Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> : info@meil.in



Offer Letter

22-April-2017

Dear **VIKRAM.C**,

It is my pleasure to extend the following offer of employment to you on Megha Engineering Projects India Pvt. Ltd for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depending on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of the construction industry and our clients to acquire skills to be selected for the mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirements. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

Campus Initiative Cell

Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> : info@meil.in



Megha Engineering & Infrastructures Ltd

Offer Letter

22-April-2017

Dear **LAKSHMIKANTH.GK**,

It is my pleasure to extend the following offer of employment to you on **Megha Engineering Projects India Pvt. Ltd** for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depending on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of the construction industry and our clients to acquire skills to be selected for the mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirements. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

Campus Initiative Cell

Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> : info@meil.in

Offer Letter

22-April-2017

Dear **HIMAGIRI.B,**

It is my pleasure to extend the following offer of employment to you on Megha Engineering Projects India Pvt. Ltd for Junior Engineer and your joining date is 16/07/2017.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depend on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of construction Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.



Regards
Campus Initiative Cell
Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> :info@meil.in



Megha Engineering & Infrastructures Ltd

Offer Letter

22-April-2017

Dear **KIRAN KUMAR.A,**

It is my pleasure to extend the following offer of employment to you on **Megha Engineering Projects India Pvt. Ltd** for Junior Engineer and you your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound is hike depend the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of construction Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

**Campus Initiative Cell
Megha Projects Ltd.**

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.),Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA.Tel: +91-40-44336700 web site: <https://meil.in/> :info@meil.in



Offer Letter

22-April-2017

Dear **DURGA PRASAD.P,**

It is my pleasure to extend the following offer of employment to you on **Megha Engineering Projects India Pvt. Ltd** for Junior Engineer and you your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound is hike depend the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of construction Industry and our clients to acquire skills to be selected for mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirement. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards
Campus Initiative Cell
Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.),Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA.Tel: +91-40-44336700 web site: <https://meil.in/> :info@meil.in



Offer Letter

22-April-2017

Dear **BALAGANGADHAR THILAK.K,**

It is my pleasure to extend the following offer of employment to you on **Megha Engineering Projects India Pvt. Ltd** for Junior Engineer and your joining date is **16/07/2017**.

You are appointed to the position of **Junior Engineer** and in this capacity, you will report directly to **CIC Megha Engineering Projects India Pvt. Ltd** your CTC will be **2,00,000** annum during probation period which is of six months then salary is bound to hike depending on the performance.

Initially you would be put under training to familiarize and adapt you to the requirements of the construction industry and our clients to acquire skills to be selected for the mentioned position and deliver according to industry standards. We would be conducting regular evaluations to understand your technical ability to match with the client's requirements. On the successful clearance of evaluation you shall be appointed as Junior Engineer and a formal appointment would be issued.

After successful completion of the probation and review thereof, you will be entitled to other allowances and benefits whatsoever as per policies of the organization. Regular performance reviews will be done to assess your suitability.

You will need to submit all your original qualification documents, relieving documents and salary slip (if any) of last three months with a copy of each, on the date of joining and need to sign a service bond for twelve months.

Regards

Campus Initiative Cell

Megha Projects Ltd.

Megha Engineering & Infrastructures Limited

Regd. Office: S – 2, Technocrats Industrial Estate (T.I.E.), Balanagar, Hyderabad -500 037.
Andhra Pradesh, INDIA. Tel: +91-40-44336700 web site: <https://meil.in/> :info@meil.in

Ref: NCC/HRD/RCT/2016-2017

Date: 21/05/2017

Mr. Mahesh.D
Slo D Rama Subba Reddy
D No : 6/109, Thrupupalli, Railway
koduru
District : Kadapa
Mobile No 9505051056

Dear Sir,

APPOINTMENT ORDER FOR THE POST OF Graduate Engineer Trainee

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Graduate Engineer Trainee** in our organization. You are advised to report on **14/07/2017** for orientation programme after which you will be posted any of our project sites anywhere in India, subject to the following terms & conditions.

1) PROBATION PERIOD:

You will be on Probation for a period of 12 months from the date of your joining. This period of probation will be liable to such extension, as Management may deem fit and at its sole discretion and unless an order in writing confirming you are given, you will not be deemed to have been made permanent.

2) DUTIES AND RESPONSIBILITIES:

- a) You will have the responsibility for an efficient, satisfactory and economical discharge of the duties entrusted to you from time to time.
- b) During this period of employment, you shall not secure any other employment, engage in any profession or trade or pursue any course of study or work part time without the management's previous consent in writing.
- c) You will behave and conduct your-self in an orderly manner and shall not remain absent from the place of work without the prior consent in writing.
- d) You are required to join orientation programme at **NCC Limited, Corporate Office, Survey No 64, Near Durgam Cheruvu, Madhapur, Hyderabad - 500 081. Phone No 040 - 2326 8888**. The company reserves the right to transfer you to any of its sites / subsidiaries / associates / offices / factories at any place existing at present or which may be established in future.

- e) You will be reporting to the Project Incharge or any other person nominated by him in this regard for the performance of your duties.

3) **SECURITY:**

You will not at any time during your employment or thereafter divulge any information, plans, know how, etc. Regarding business or affairs of the company or those of the company's clients and associates to any person, firm or company except with prior consent of the company in writing.

4) **REMUNERATION:**

During the probation period you will be paid the following salary per month in grade 04.

Basic Salary	-----	8825.00
Project Allowance	-----	883.00
Conveyance Allowance	-----	2206.00
Uniform Allowance	-----	441.00
Medical Allowance	-----	1765.00
Educational Allowance	-----	883.00
TOTAL	Rs.	15003.00

- a) You shall be provided "**Free Bachelor Accommodation @ Site. A Mess Allowance of Rs.1500/- pm will be paid.**"
- b) Sanction of increments and promotion to the next grade will depend on satisfactory discharge of your duties.
- c) On confirmation of your service you will be entitled to LTA, Leave facilities, etc. as per company rules.

5) **RESIGNATION / TERMINATION OF SERVICES:**

- a) Notwithstanding to any of the clauses herein, the Management reserves the right to terminate your services without any notice and without liability for any compensation during the probationary period.
- b) In case you choose to leave the employment during the probation you shall give notice or payment of salary in lieu thereof at least one month prior to relief. After completion of the probationary period satisfactorily, the appointment is terminable on three months notice or payment of salary in lieu thereof on either side

6) VERIFICATION REPORT:

This appointment is issued on the information furnished by you to us in your application, bio-data form and otherwise, and will be null & void if a material error (in the company's opinion) is discovered therein at any time.

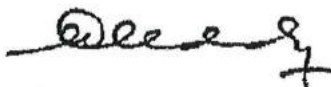
During your services you will be governed by the rules and regulation framed by the company from time to time.

Your appointment will be given effect from the date of your joining duty.

We are sending this Letter of appointment to you in duplicate. Please sign the duplicate copy of this letter of appointment in token of your acceptance and return the same to us immediately for our records. This offer of appointment shall cease to be valid if your acceptance is not received in this office within SIX days of receipt of this letter.

Thanking You,

Yours faithfully,
For **NCC Limited**



Vice President - HR

Received and Accepted

(signature)

Name: Mahesh.D
 Designation: Graduate Engineer Trainee

Sl.No.	Particulars	%	Amount
1.	<u>GROSS SALARY</u>		
	Basic	58.82% on Gross	8825.00
	Project Allowance	10% on Basic	883.00
	Conveyance Allowance	25% on Basic	2206.00
	Uniform Allowance	5% on Basic	441.00
	Medical Allowance	20% on Basic	1765.00
	Education Allowance	10% on Basic	883.00
	TOTAL GROSS SALARY		15003.00
2.	<u>ADD : OTHER BENEFITS</u>		
	Provident Fund	12% on Basic	1059.00
	L. T.A.	8.33% on Basic	735.00
	Bonus IExgratia	20%15% on Basic	1324.00
	TOTAL OF OTHER BENEFITS		3118.00
3.	CTC PER MONTH (1+2)		18121.00
	SALARY I YEAR; CTC		217452.00

+ Free Bachelor Accommodation @ Site.
 + A Mess Allowance of Rs. 1,500+ pm will be paid.

Ref: NCC/HRD/RCT/2016-2017

Date: 21/05/2017

Mr. Sathish.P
Slo P Dhanamjaya
D No : 85/B1, Yadava Colony R C
Road Tirupathi
District : Chittoor
Mobile No 8688995500

Dear Sir,

APPOINTMENT ORDER FOR THE POST OF **Graduate Engineer Trainee**

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Graduate Engineer Trainee** in our organization. You are advised to report on **14/07/2017** for orientation programme after which you will be posted any of our project sites anywhere in India, subject to the following terms & conditions.

1) PROBATION PERIOD:

You will be on Probation for a period of 12 months from the date of your joining. This period of probation will be liable to such extension, as Management may deem fit and at its sole discretion and unless an order in writing confirming you are given, you will not be deemed to have been made permanent.

2) DUTIES AND RESPONSIBILITIES:

- a) You will have the responsibility for an efficient, satisfactory and economical discharge of the duties entrusted to you from time to time.
- b) During this period of employment, you shall not secure any other employment, engage in any profession or trade or pursue any course of study or work part time without the management's previous consent in writing.
- c) You will behave and conduct your-self in an orderly manner and shall not remain absent from the place of work without the prior consent in writing.
- d) You are required to join orientation programme at **NCC Limited, Corporate Office, Survey No 64, Near Durgam Cheruvu, Madhapur, Hyderabad - 500 081. Phone No 040 - 2326 8888**. The company reserves the right to transfer you to any of its sites / subsidiaries / associates / offices / factories at any place existing at present or which may be established in future.

- e) You will be reporting to the Project Incharge or any other person nominated by him in this regard for the performance of your duties.

3) **SECRECY:**

You will not at any time during your employment or thereafter divulge any information, plans, know how, etc. Regarding business or affairs of the company or those of the company's clients and associates to any person, firm or company except with prior consent of the company in writing.

4) **REMUNERATION:**

During the probation period you will be paid the following salary per month in grade 04.

Basic Salary	-----	8825.00
Project Allowance	-----	883.00
Conveyance Allowance	-----	2206.00
Uniform Allowance	-----	441.00
Medical Allowance	-----	1765.00
Educational Allowance	-----	883.00
TOTAL	Rs.	15003.00

- a) You shall be provided "**Free Bachelor Accommodation @ Site. A Mess Allowance of Rs.1500/- pm will be paid.**"
- b) Sanction of increments and promotion to the next grade will depend on satisfactory discharge of your duties.
- c) On confirmation of your service you will be entitled to LTA, Leave facilities, etc. as per company rules.

5) **RESIGNATION / TERMINATION OF SERVICES:**

- a) Notwithstanding to any of the clauses herein, the Management reserves the right to terminate your services without any notice and without liability for any compensation during the probationary period.
- b) In case you choose to leave the employment during the probation you shall give notice or payment of salary in lieu thereof at least one month prior to relief. After completion of the probationary period satisfactorily, the appointment is terminable on three months notice or payment of salary in lieu thereof on either side

6) VERIFICATION REPORT:

This appointment is issued on the information furnished by you to us in your application, bio-data form and otherwise, and will be null & void if a material error (in the company's opinion) is discovered therein at any time.

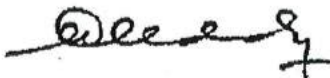
During your services you will be governed by the rules and regulation framed by the company from time to time.

Your appointment will be given effect from the date of your joining duty.

We are sending this Letter of appointment to you in duplicate. Please sign the duplicate copy of this letter of appointment in token of your acceptance and return the same to us immediately for our records. This offer of appointment shall cease to be valid if your acceptance is not received in this office within SIX days of receipt of this letter.

Thanking You,

Yours faithfully,
For **NCC Limited**



Vice President - HR

Received and Accepted

(signature)

Name: Sathish.P
 Designation: Graduate Engineer Trainee

Sl.No.	Particulars	%	Amount
1.	<u>GROSS SALARY</u>		
	Basic	58.82% on Gross	8825.00
	Project Allowance	10% on Basic	883.00
	Conveyance Allowance	25% on Basic	2206.00
	Uniform Allowance	5% on Basic	441.00
	Medical Allowance	20% on Basic	1765.00
	Education Allowance	10% on Basic	883.00
	TOTAL GROSS SALARY		15003.00
2.	<u>ADD : OTHER BENEFITS</u>		
	Provident Fund	12% on Basic	1059.00
	L. T.A.	8.33% on Basic	735.00
	Bonus IExgratia	20%115% on Basic	1324.00
	TOTAL OF OTHER BENEFITS		3118.00
3.	CTC PER MONTH (1+2)		18121.00
	SALARY I YEAR; CTC		217452.00

+ Free Bachelor Accommodation @ Site.
 + A Mess Allowance of Rs. 1,500/- pm will be paid.

Ref: NCC/HRD/RCT/2016-2017

Date: 21/05/2017

Mr. Teja.C
Slo C.Koteswaran
D No : 6-14-59/A Ambedkar colony
Tirupathi 517501
District : Chittoor
Mobile No 9866367432

Dear Sir,

APPOINTMENT ORDER FOR THE POST OF
Graduate Engineer Trainee

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Graduate Engineer Trainee** in our organization. You are advised to report on **14/07/2017** for orientation programme after which you will be posted any of our project sites anywhere in India, subject to the following terms & conditions.

1) PROBATION PERIOD:

You will be on Probation for a period of 12 months from the date of your joining. This period of probation will be liable to such extension, as Management may deem fit and at its sole discretion and unless an order in writing confirming you are given, you will not be deemed to have been made permanent.

2) DUTIES AND RESPONSIBILITIES:

- a) You will have the responsibility for an efficient, satisfactory and economical discharge of the duties entrusted to you from time to time.
- b) During this period of employment, you shall not secure any other employment, engage in any profession or trade or pursue any course of study or work part time without the management's previous consent in writing.
- c) You will behave and conduct your-self in an orderly manner and shall not remain absent from the place of work without the prior consent in writing.
- d) You are required to join orientation programme at **NCC Limited, Corporate Office, Survey No 64, Near Durgam Cheruvu, Madhapur, Hyderabad - 500 081. Phone No 040 - 2326 8888**. The company reserves the right to transfer you to any of its sites / subsidiaries / associates / offices / factories at any place existing at present or which may be established in future.

- e) You will be reporting to the Project Incharge or any other person nominated by him in this regard for the performance of your duties.

3) **SECRECY:**

You will not at any time during your employment or thereafter divulge any information, plans, know how, etc. Regarding business or affairs of the company or those of the company's clients and associates to any person, firm or company except with prior consent of the company in writing.

4) **REMUNERATION:**

During the probation period you will be paid the following salary per month in grade 04.

Basic Salary	-----	8825.00
Project Allowance	-----	883.00
Conveyance Allowance	-----	2206.00
Uniform Allowance	-----	441.00
Medical Allowance	-----	1765.00
Educational Allowance	-----	883.00
TOTAL	Rs.	15003.00

- a) You shall be provided "**Free Bachelor Accommodation @ Site. A Mess Allowance of Rs.1500/- pm will be paid.**"
- b) Sanction of increments and promotion to the next grade will depend on satisfactory discharge of your duties.
- c) On confirmation of your service you will be entitled to LTA, Leave facilities, etc. as per company rules.

5) **RESIGNATION / TERMINATION OF SERVICES:**

- a) Notwithstanding to any of the clauses herein, the Management reserves the right to terminate your services without any notice and without liability for any compensation during the probationary period.
- b) In case you choose to leave the employment during the probation you shall give notice or payment of salary in lieu thereof at least one month prior to relief. After completion of the probationary period satisfactorily, the appointment is terminable on three months notice or payment of salary in lieu thereof on either side

6) VERIFICATION REPORT:

This appointment is issued on the information furnished by you to us in your application, bio-data form and otherwise, and will be null & void if a material error (in the company's opinion) is discovered therein at any time.

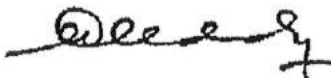
During your services you will be governed by the rules and regulation framed by the company from time to time.

Your appointment will be given effect from the date of your joining duty.

We are sending this Letter of appointment to you in duplicate. Please sign the duplicate copy of this letter of appointment in token of your acceptance and return the same to us immediately for our records. This offer of appointment shall cease to be valid if your acceptance is not received in this office within SIX days of receipt of this letter.

Thanking You,

Yours faithfully,
For **NCC Limited**



Vice President - HR

Received and Accepted

(signature)

Name: Teja.C
 Designation: Graduate Engineer Trainee

Sl.No.	Particulars	%	Amount
1.	<u>GROSS SALARY</u>		
	Basic	58.82% on Gross	8825.00
	Project Allowance	10% on Basic	883.00
	Conveyance Allowance	25% on Basic	2206.00
	Uniform Allowance	5% on Basic	441.00
	Medical Allowance	20% on Basic	1765.00
	Education Allowance	10% on Basic	883.00
	TOTAL GROSS SALARY		15003.00
2.	<u>ADD : OTHER BENEFITS</u>		
	Provident Fund	12% on Basic	1059.00
	L. T.A.	8.33% on Basic	735.00
	Bonus / Exgratia	20% / 15% on Basic	1324.00
	TOTAL OF OTHER BENEFITS		3118.00
3.	CTC PER MONTH (1+2)		18121.00
	SALARY / YEAR; CTC		217452.00

- + Free Bachelor Accommodation @ Site.
- + A Mess Allowance of Rs. 1,500/- pm will be paid.

Ref: NCC/HRD/RCT/2016-2017

Date: 21/05/2017

Mr. V Manohar
S/o V.Venkatesh
D No : 1/19-A Settipalli Penukondam
District : Anantapur-515110
Mobile No 9052521106

Dear Sir,

APPOINTMENT ORDER FOR THE POST OF Graduate Engineer Trainee

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Graduate Engineer Trainee** in our organization. You are advised to report on **14/07/2017** for orientation programme after which you will be posted any of our project sites anywhere in India, subject to the following terms & conditions.

1) PROBATION PERIOD:

You will be on Probation for a period of 12 months from the date of your joining. This period of probation will be liable to such extension, as Management may deem fit and at its sole discretion and unless an order in writing confirming you are given, you will not be deemed to have been made permanent.

2) DUTIES AND RESPONSIBILITIES:

- a) You will have the responsibility for an efficient, satisfactory and economical discharge of the duties entrusted to you from time to time.
- b) During this period of employment, you shall not secure any other employment, engage in any profession or trade or pursue any course of study or work part time without the management's previous consent in writing.
- c) You will behave and conduct your-self in an orderly manner and shall not remain absent from the place of work without the prior consent in writing.
- d) You are required to join orientation programme at **NCC Limited, Corporate Office, Survey No 64, Near Durgam Cheruvu, Madhapur, Hyderabad - 500 081. Phone No 040 - 2326 8888**. The company reserves the right to transfer you to any of its sites / subsidiaries / associates / offices / factories at any place existing at present or which may be established in future.

- e) You will be reporting to the Project Incharge or any other person nominated by him in this regard for the performance of your duties.

3) **SECRECY:**

You will not at any time during your employment or thereafter divulge any information, plans, know how, etc. Regarding business or affairs of the company or those of the company's clients and associates to any person, firm or company except with prior consent of the company in writing.

4) **REMUNERATION:**

During the probation period you will be paid the following salary per month in grade 04.

Basic Salary	-----	8825.00
Project Allowance	-----	883.00
Conveyance Allowance	-----	2206.00
Uniform Allowance	-----	441.00
Medical Allowance	-----	1765.00
Educational Allowance	-----	883.00
TOTAL	Rs.	15003.00

- a) You shall be provided "**Free Bachelor Accommodation @ Site. A Mess Allowance of Rs.1500/- pm will be paid.**"
- b) Sanction of increments and promotion to the next grade will depend on satisfactory discharge of your duties.
- c) On confirmation of your service you will be entitled to LTA, Leave facilities, etc. as per company rules.

5) **RESIGNATION / TERMINATION OF SERVICES:**

- a) Notwithstanding to any of the clauses herein, the Management reserves the right to terminate your services without any notice and without liability for any compensation during the probationary period.
- b) In case you choose to leave the employment during the probation you shall give notice or payment of salary in lieu thereof at least one month prior to relief. After completion of the probationary period satisfactorily, the appointment is terminable on three months notice or payment of salary in lieu thereof on either side

6) VERIFICATION REPORT:

This appointment is issued on the information furnished by you to us in your application, bio-data form and otherwise, and will be null & void if a material error (in the company's opinion) is discovered therein at any time.

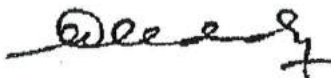
During your services you will be governed by the rules and regulation framed by the company from time to time.

Your appointment will be given effect from the date of your joining duty.

We are sending this Letter of appointment to you in duplicate. Please sign the duplicate copy of this letter of appointment in token of your acceptance and return the same to us immediately for our records. This offer of appointment shall cease to be valid if your acceptance is not received in this office within SIX days of receipt of this letter.

Thanking You,

Yours faithfully,
For **NCC Limited**



Vice President - HR

Received and Accepted

(signature)

Name: V Manohar
 Designation: Graduate Engineer Trainee

Sl.No.	Particulars	%	Amount
1.	<u>GROSS SALARY</u>		
	Basic	58.82% on Gross	8825.00
	Project Allowance	10% on Basic	883.00
	Conveyance Allowance	25% on Basic	2206.00
	Uniform Allowance	5% on Basic	441.00
	Medical Allowance	20% on Basic	1765.00
	Education Allowance	10% on Basic	883.00
	TOTAL GROSS SALARY		15003.00
2.	<u>ADD : OTHER BENEFITS</u>		
	Provident Fund	12% on Basic	1059.00
	L. T.A.	8.33% on Basic	735.00
	Bonus IExgratia	20%115% on Basic	1324.00
	TOTAL OF OTHER BENEFITS		3118.00
3.	CTC PER MONTH (1+2)		18121.00
	SALARY I YEAR; CTC		217452.00

+ Free Bachelor Accommodation @ Site.
 + A Mess Allowance of Rs. 1,500+ pm will be paid.

Ref: NCC/HRD/RCT/2016-2017

Date: 21/05/2017

Mr. M Rajini Kumar
Slo M. Daniel
D No : 1-52, Kannavaram,
Sathyavedu
District : Chittoor
Mobile No 9963190053

Dear Sir,

**APPOINTMENT ORDER FOR THE POST OF
Graduate Engineer Trainee**

With reference to your application and the subsequent interview you had with us, we are pleased to appoint you as **Graduate Engineer Trainee** in our organization. You are advised to report on **14/07/2017** for orientation programme after which you will be posted any of our project sites anywhere in India, subject to the following terms & conditions.

1) PROBATION PERIOD:

You will be on Probation for a period of 12 months from the date of your joining. This period of probation will be liable to such extension, as Management may deem fit and at its sole discretion and unless an order in writing confirming you are given, you will not be deemed to have been made permanent.

2) DUTIES AND RESPONSIBILITIES:

- a) You will have the responsibility for an efficient, satisfactory and economical discharge of the duties entrusted to you from time to time.
- b) During this period of employment, you shall not secure any other employment, engage in any profession or trade or pursue any course of study or work part time without the management's previous consent in writing.
- c) You will behave and conduct your-self in an orderly manner and shall not remain absent from the place of work without the prior consent in writing.
- d) You are required to join orientation programme at **NCC Limited, Corporate Office, Survey No 64, Near Durgam Cheruvu, Madhapur, Hyderabad - 500 081. Phone No 040 - 2326 8888**. The company reserves the right to transfer you to any of its sites / subsidiaries / associates / offices / factories at any place existing at present or which may be established in future.

- e) You will be reporting to the Project Incharge or any other person nominated by him in this regard for the performance of your duties.

3) **SECRECY:**

You will not at any time during your employment or thereafter divulge any information, plans, know how, etc. Regarding business or affairs of the company or those of the company's clients and associates to any person, firm or company except with prior consent of the company in writing.

4) **REMUNERATION:**

During the probation period you will be paid the following salary per month in grade 04.

Basic Salary	-----	8825.00
Project Allowance	-----	883.00
Conveyance Allowance	-----	2206.00
Uniform Allowance	-----	441.00
Medical Allowance	-----	1765.00
Educational Allowance	-----	883.00
TOTAL	Rs.	15003.00

- a) You shall be provided "Free Bachelor Accommodation @ Site. A Mess Allowance of Rs.1,500/- pm will be paid."
- b) Sanction of increments and promotion to the next grade will depend on satisfactory discharge of your duties.
- c) On confirmation of your service you will be entitled to LTA, Leave facilities, etc. as per company rules.

5) **RESIGNATION / TERMINATION OF SERVICES:**

- a) Notwithstanding to any of the clauses herein, the Management reserves the right to terminate your services without any notice and without liability for any compensation during the probationary period.
- b) In case you choose to leave the employment during the probation you shall give notice or payment of salary in lieu thereof at least one month prior to relief. After completion of the probationary period satisfactorily, the appointment is terminable on three months notice or payment of salary in lieu thereof on either side

6) VERIFICATION REPORT:

This appointment is issued on the information furnished by you to us in your application, bio-data form and otherwise, and will be null & void if a material error (in the company's opinion) is discovered therein at any time.

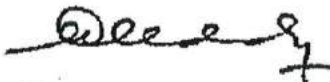
During your services you will be governed by the rules and regulation framed by the company from time to time.

Your appointment will be given effect from the date of your joining duty.

We are sending this Letter of appointment to you in duplicate. Please sign the duplicate copy of this letter of appointment in token of your acceptance and return the same to us immediately for our records. This offer of appointment shall cease to be valid if your acceptance is not received in this office within SIX days of receipt of this letter.

Thanking You,

Yours faithfully,
For **NCC Limited**



Vice President - HR

Received and Accepted

(signature)

Name: M Rajini Kumar
 Designation: Graduate Engineer Trainee

Sl.No.	Particulars	%	Amount
1.	<u>GROSS SALARY</u>		
	Basic	58.82% on Gross	8825.00
	Project Allowance	10% on Basic	883.00
	Conveyance Allowance	25% on Basic	2206.00
	Uniform Allowance	5% on Basic	441.00
	Medical Allowance	20% on Basic	1765.00
	Education Allowance	10% on Basic	883.00
	TOTAL GROSS SALARY		15003.00
2.	<u>ADD : OTHER BENEFITS</u>		
	Provident Fund	12% on Basic	1059.00
	L. T.A.	8.33% on Basic	735.00
	Bonus IExgratia	20%115% on Basic	1324.00
	TOTAL OF OTHER BENEFITS		3118.00
3.	CTC PER MONTH (1+2)		18121.00
	SALARY I YEAR; CTC		217452.00

- + Free Bachelor Accommodation @ Site.
- + A Mess Allowance of Rs.1,500/- pm will be paid.



Sub: Letter of offer- Reg.

18th April 2016

Ref: ASSISTANT ENGINEER POST

Dear _Lahari.G

I am writing to confirm your offer of a position at ASSISTANT ENGINEER in QUALITY DEPARTMENT. The hours will be 48hours per week 8 hours daily. This position is offered subject to satisfactory reference and pre-employment checks and completion of the six-month probationary period during which time your performance will be reviewed. During your probation cum training period of 6 months, you are entitled to monthly compensation and benefits salary of Rs, 12,000/-

This is a permanent position and you will therefore be entitled to all staff benefits. Your starting date will be 20th Feb 2018. You will be paid 2.4 Lacs. per annum. Your salary will be paid directly into your bank account on the each month. You will be entitled to no. of days holiday per year pro-rata, plus Bank Holidays. The Holiday year runs from Jan 1st - Dec 31st.

Please find enclosed clearance forms which I would be grateful if you could complete and return to me as soon as possible.

We expect you to join on August 20th, 2017 otherwise this offer will stand withdrawn automatically. We are all looking forward to working with you and hope you will soon feel part of the team. If you have any questions, please contact me.

Yours sincerely

(R.P. SINGH)
HR- Manager

Flat no. 6B, Uppals M6 Plaza, 6 Jasola District Centre, New Delhi-110025 **Phone:** +91-11-48202000
Fax: +91-11-48202013
Email: Info At Nixi.In



Sub: Letter of offer- Reg.

20th may 2017

Ref: ASSISTANT ENGINEER POST

Dear Lavanya.B

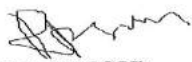
I am writing to confirm your offer of a position at ASSISTANT ENGINEER in QUALITY DEPARTMENT. The hours will be 48hours per week 8 hours daily. This position is offered subject to satisfactory reference and pre-employment checks and completion of the six-month probationary period during which time your performance will be reviewed. During your probation cum training period of 6 months, you are entitled to monthly compensation and benefits salary of Rs, 12,000/-

This is a permanent position and you will therefore be entitled to all staff benefits. Your starting date will be 20th Feb 2018. You will be paid 2.4 Lacs. per annum. Your salary will be paid directly into your bank account on the each month. You will be entitled to no. of days holiday per year pro-rata, plus Bank Holidays. The Holiday year runs from Jan 1st - Dec 31st.

Please find enclosed clearance forms which I would be grateful if you could complete and return to me as soon as possible.

We expect you to join on August 20th, 2017 otherwise this offer will stand withdrawn automatically. We are all looking forward to working with you and hope you will soon feel part of the team. If you have any questions, please contact me.

Yours sincerely


(R.P. SINGH)
HR- Manager

Flat no. 6B, Uppals M6 Plaza, 6 Jasola District Centre, New Delhi-110025 **Phone:** +91-11-48202000

Fax: +91-11-48202013

Email: Info At Nixi.In



Sub: Letter of offer- Reg.

20th may 2017

Ref: ASSISTANT ENGINEER POST

Dear Prasanth.A

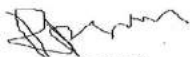
I am writing to confirm your offer of a position at ASSISTANT ENGINEER in QUALITY DEPARTMENT. The hours will be 48hours per week 8 hours daily. This position is offered subject to satisfactory reference and pre-employment checks and completion of the six-month probationary period during which time your performance will be reviewed. During your probation cum training period of 6 months, you are entitled to monthly compensation and benefits salary of Rs, 12,000/-

This is a permanent position and you will therefore be entitled to all staff benefits. Your starting date will be 20th Feb 2018. You will be paid 2.4 Lacs. per annum. Your salary will be paid directly into your bank account on the each month. You will be entitled to no. of days holiday per year pro-rata, plus Bank Holidays. The Holiday year runs from Jan 1st - Dec 31st.

Please find enclosed clearance forms which I would be grateful if you could complete and return to me as soon as possible.

We expect you to join on August 20th, 2017 otherwise this offer will stand withdrawn automatically. We are all looking forward to working with you and hope you will soon feel part of the team. If you have any questions, please contact me.

Yours sincerely


(R.P. SINGH)
HR- Manager

Flat no. 6B, Uppals M6 Plaza, 6 Jasola District Centre, New Delhi-110025 **Phone:** +91-11-48202000
Fax: +91-11-48202013
Email: Info@Nixi.In



OFFER LETTER

10-May-2017

Dear **NARENDRA BABU.K,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd.**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd.** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd. as a **Site Engineer** .Please note that you're joining taken as **10th July 2017**
2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.
3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.
4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.
5. You will be governed by the rules and regulation of the company as applicable to all employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers Pvt Ltd and look forward to you having a rewarding and challenging career with us.

With Regards

HR Management Services
Mantri Developers Pvt Ltd



OFFER LETTER

10-May-2017

Dear **PREETHAM.A.P R,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd.**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd.** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd. as a **Site Engineer**. Please note that you're joining taken as **10th July 2017**
2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.
3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.
4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.
5. You will be governed by the rules and regulation of the company as applicable to all employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers Pvt Ltd and look forward to you having a rewarding and challenging career with us.

With Regards

HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt Ltd
Mantri House, #41, Vittal Mallya Road, Bengaluru - 560 001.
Tel: +91-80-41300000, Fax: +91-80-41325000, Email: Enquiry@mantri.in



MANTRI

OFFER LETTER

10-May-2017

Dear **VJAY.D,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd.**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd.** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd. as a **Site Engineer**. Please note that you're joining taken as **10th July 2017**
2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.
3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.
4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.
5. You will be governed by the rules and regulation of the company as applicable to all employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers Pvt Ltd and look forward to you having a rewarding and challenging career with us.

With Regards

HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt Ltd
Mantri House, #41, Vittal Mallya Road, Bengaluru - 560 001.
Tel: +91-80-41300000, Fax: +91-80-41325000, Email: Enquiry@mantri.in



OFFER LETTER

10-May-2017

Dear **S VAMSI KRISHNA,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd.**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd.** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd. as a **Site Engineer**. Please note that you're joining taken as **10th July 2017**
2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.
3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.
4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.
5. You will be governed by the rules and regulation of the company as applicable to all employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers Pvt Ltd and look forward to you having a rewarding and challenging career with us.

With Regards

HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt Ltd
Mantri House, #41, Vittal Mallya Road, Bengaluru - 560 001.
Tel: +91-80-41300000, Fax: +91-80-41325000, Email: Enquiry@mantri.in



OFFER LETTER

10-May 2017

Dear **D. NARENDRA REDDY**,

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd as a **Site Engineer**. Please note that you are joining taken as **10th July 2017**.

2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.

3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.

4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.

5. You will be governed by the rules and regulation of the company as applicable to all employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers PM Ltd and look forward to you having a rewarding and challenging career with us.

With Regards
HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt. Ltd.

Mantri House, #41, Vittal Mallya Road, Bengaluru- 560 001.

Tel: +91-80-41300000, Fax: +91-80-41325000, Email Enquiry@imantri.in



OFFER LETTER

10-May 2017

Dear **THARUN K**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd as a **Site Engineer**. Please note that you are joining taken as **10th July 2017**.

2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.

3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.

4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.

5. You will be governed by the rules and regulation of the company as applicable to al employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers PM Ltd and look forward to you having a rewarding and challenging career with us.

With Regards
HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt. Ltd.

Mantri House, #41, Vittal Mallya Road, Bengaluru- 560 001.

Tel: +91-80-41300000, Fax: +91-80-41325000, Email Enquiry@imantri.in



OFFER LETTER

10-May 2017

Dear **SOWJANYA.K**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd as a **Site Engineer**. Please note that you are joining taken as **10th July 2017**.

2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.

3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.

4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.

5. You will be governed by the rules and regulation of the company as applicable to al employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers PM Ltd and look forward to you having a rewarding and challenging career with us.

With Regards
HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt. Ltd.

Mantri House, #41, Vittal Mallya Road, Bengaluru- 560 001.

Tel: +91-80-41300000, Fax: +91-80-41325000, Email Enquiry@imantri.in



OFFER LETTER

10-May 2017

Dear **PRAVALLIKA.I,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd as a **Site Engineer**. Please note that you are joining taken as **10th July 2017**.

2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.

3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.

4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.

5. You will be governed by the rules and regulation of the company as applicable to al employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers PM Ltd and look forward to you having a rewarding and challenging career with us.

With Regards
HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt. Ltd.

Mantri House, #41, Vittal Mallya Road, Bengaluru- 560 001.

Tel: +91-80-41300000, Fax: +91-80-41325000, Email Enquiry@imantri.in



OFFER LETTER

10-May 2017

Dear **MOURYA KIRAN.R,**

It is our pleasure to welcome you to **Mantri Developers Pvt Ltd**

1. Thank you for exploring career opportunities with **Mantri Developers Pvt Ltd** With reference to your interview and subsequent discussions you had with us, the management is hereby pleased to join you in our organization Mantri Developers Pvt Ltd as a **Site Engineer**. Please note that you are joining taken as **10th July 2017**.

2. You will be on probation for a period of 6 months from the date of joining the Company during which you will be on training. In case your performance is not found satisfactory during the initial period of training, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu or notice.

3. Unless informed in writing or the extension or your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon completion of the period of probation subject to successful completion of the initial training and satisfactory performance on the Job.

4. Your Annual CTC would be **Rs. 2, 20, 500**, which will be applicable after one month of serving the company; this is including your incentives but inclusive of all other perks, allowances and retrials like Provident Fund etc.

5. You will be governed by the rules and regulation of the company as applicable to al employees (Refer Annexure -1). We take this opportunity to welcome you to Mantri Developers PM Ltd and look forward to you having a rewarding and challenging career with us.

With Regards
HR Management Services
Mantri Developers Pvt Ltd

Mantri Developers Pvt. Ltd.

Mantri House, #41, Vittal Mallya Road, Bengaluru- 560 001.

Tel: +91-80-41300000, Fax: +91-80-41325000, Email Enquiry@imantri.in



Offer: Computer Consultancy
Ref: TCSL/DT20162452520/Pune
Date: 10/12/2016

Ms. MOUNICA .K
D/o K.Chandrasekhar Reddy,
B V Puram, Gollapalle,
Chittoor(D),
Andhra Pradesh - 517620.

Dear MOUNICA .K,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

TCS Confidential

TCSL/DT201DT20167586542452520

Niyati Tiara, Ground Floor, S.No 103/A/1/1 29, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION and BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹9,700/-** 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 redistribute 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 **₹3,880/-** 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. Conveyance Allowance

You will be eligible for a conveyance allowance of **₹800/-** per month.

3. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or 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.



4. Sundry Medical Reimbursement

You will be eligible for reimbursement of sundry medical expenses incurred by you for you and your family. You are eligible for ₹6,000/- per annum 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 tax benefit you may submit medical bills for the same at the end of each calendar quarter. At the end of the financial year, the unavailed amount will be taxable.

5. Food Coupons

You will be eligible for food coupons of ₹500/- per month.

6. Personal Allowance

You will be eligible for a monthly personal allowance of ₹2,880/- per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

1. Monthly Performance Pay

You will receive a monthly performance pay of ₹4,950/- .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

2. Quarterly Variable Allowance

Your variable allowance will be ₹550/- 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 Initial Learning Programme.



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 **₹5,000/-** per insured person and hospitalisation expenses up to **₹95,000/-** per insured person.
- ii. Premium - Basic premium for self, spouse and first two children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependant parents/parents-in-law or remaining children (over and above the first two 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 dependants will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for **₹7,00,000/-** 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.

* The above Health Insurance Scheme is subject to revision.



Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT; on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of 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 60% or above in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. 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. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL Selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

TCS Confidential
TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



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.

Upon your confirmation, if your services are not found satisfactory, TCSL may terminate your services by giving you one month's notice or one month's basic salary in lieu thereof. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

You may be required to work in shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

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.

TCS Confidential
TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of TCSL and its clients.

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 2 years after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/- towards the training expenditure.

11. Overseas Deputation/International Assignment Agreement

If you are on international assignment, you will be covered by the TCSL International Assignment policy from the date of deputation. Accordingly, you will be required to sign the applicable Overseas Deputation/International Assignment Agreement/s. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.



If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. TERMS and CONDITIONS

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

TCSL shall give one month's notice or payment in lieu thereof if the traineeship is discontinued/terminated upon the expiry of one year. No notice or payment in lieu thereof shall be payable by TCSL when the traineeship is discontinued/terminated on account of any misconduct, either during the period of traineeship or upon expiry of the traineeship. During your tenure with TCSL, either you or TCSL can terminate the appointment by giving 30 calendar days written notice or 1 month's basic salary in lieu of the notice. You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 2 years after joining in accordance with Clause No.10.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

TCS Confidential
TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card

You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.

- Standard X and XII mark sheets

- Degree certificate and mark sheets for all semesters

- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)

- Birth Certificate/Proof of Age

- Work permit and/or any other documentation as prescribed by Government of India

- Passport

- 6 photographs

- Medical Certificate

- An affidavit/notarised undertaking stating:

*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

*If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

TCS Confidential

TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training ("Initial Learning Programme") at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team.

Yours Sincerely,

For **TATA Consultancy Services Limited**

K Ganesan
Global Head Talent Acquisition & AIP

Encl: Annexure 1: Gross Salary Sheet
Annexure 2: List of TCSL Centres



Click [here](#) or use a QR code scanner from your mobile to validate the offer letter

TCS Confidential
TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



GROSS SALARY SHEET

Annexure 1

Name	MOUNICA .K
Designation	Assistant System Engineer-
Institute Name	Trainee Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	9,700	1,16,400
Bouquet Of Benefits #	9,368	1,12,420
2) Performance Pay **		
Monthly Performance Pay	4,950	59,400
Quarterly Variable Allowance*	550	6,600
3) Annual Components/Retirals		
Health Insurance	NA	4,500
Provident Fund	1,164	13,968
Gratuity	466	5,599
Total of Annual Components & Retirals	1,631	24,067
TOTAL GROSS	26,199	3,18,887

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.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	3,880	46,560
Conveyance Allowance	800	9,600
Leave Travel Assistance	808	9,700
Sundry Medical Reimbursement	500	6,000
Food Coupons	500	6,000
Personal Allowance	2,880	34,560
GROSS BOUQUET OF BENEFITS	9,368	1,12,420

TCS Confidential
TCSL/DT20162469520

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore - 560 066 Tel: 080 - 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition Tata Consultancy Services 11th Floor, Omega Tower, Bengal Intelligent Park, Plot - A2, M2 & N2, Block EP & GP, Sector -V, Saltlake Electronics Complex, Kolkata - 700 091 Tel: 033 - 66366000 Fax: 033 - 66366001</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 - 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>

TCS Confidential
TCSL/DT20162469520

14

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



Offer: Computer Consultancy
Ref: TCSL/DT20162452522/Pune
Date: 10/12/2016

Ms. THULASI . B G
D/o GANESAN .B .G,
2-10, Pudupet, Nagari
Chittoor(D),
Andhra Pradesh - 517590.

Dear THULASI. B.G

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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

TCS Confidential

TCSL/DT201DT20167586542452522



COMPENSATION and BENEFITS

BASIC SALARY

You will be eligible for a basic salary of **₹9,700/-** 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 redistribute 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 **₹3,880/-** 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. Conveyance Allowance

You will be eligible for a conveyance allowance of **₹800/-** per month.

3. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or 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.



4. Sundry Medical Reimbursement

You will be eligible for reimbursement of sundry medical expenses incurred by you for you and your family. You are eligible for ₹6,000/- per annum 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 tax benefit you may submit medical bills for the same at the end of each calendar quarter. At the end of the financial year, the unavailed amount will be taxable.

5. Food Coupons

You will be eligible for food coupons of ₹500/- per month.

6. Personal Allowance

You will be eligible for a monthly personal allowance of ₹2,880/- per month. This component is subject to review and may change as per TCSL's compensation policy.

PERFORMANCE PAY

1. Monthly Performance Pay

You will receive a monthly performance pay of ₹4,950/- .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

2. Quarterly Variable Allowance

Your variable allowance will be ₹550/- 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 Initial Learning Programme.



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 **₹5,000/-** per insured person and hospitalisation expenses up to **₹95,000/-** per insured person.
- ii. Premium - Basic premium for self, spouse and first two children is entirely borne by TCSL, provided these members are explicitly enrolled by you under the scheme. Additionally, if you wish to cover dependant parents/parents-in-law or remaining children (over and above the first two 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 dependants will be automatically covered under Higher Hospitalisation benefits.

- i. Entitlement - You and your enrolled dependants will be entitled for **₹7,00,000/-** 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.

* The above Health Insurance Scheme is subject to revision.



Loans

You will be eligible for loans, as per TCSL's loan policy.

Tata Sons and Consultancy Services Employees' Welfare Trust (TWT)

You will become a member of the TWT, on completion of continuous association of one year from the date of joining TCSL. A nominal annual membership fee of ₹250/- will be recovered from you for the same. The Trust provides financial assistance by way of grants/ loans in accordance with the rules framed by the Trust from time to time for medical and educational purposes and in case of death of members while in service.

Professional Memberships

You will be eligible for reimbursement of 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.

TCS Confidential

TCSL/DT20162469522

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable), Graduation and Post-Graduation examination which includes successful completion of your final semester/year without any pending arrears/back logs during the entire course duration. 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. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL Selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

TCS Confidential
TCSL/DT20162469522

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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

6



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.

Upon your confirmation, if your services are not found satisfactory, TCSL may terminate your services by giving you one month's notice or one month's basic salary in lieu thereof. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

You may be required to work in shifts and/or in extended working hours as permitted by law. You may be required to work beyond your existing working hours depending upon the business requirements/exigencies from time to time.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure/Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.



7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation/Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of the joining formalities, you are required to sign a confidentiality agreement, which aims to protect the intellectual property rights and business information of TCSL and its clients.

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 2 years after joining, failing which, you (and your surety) will be liable to pay TCSL ₹50,000/- towards the training expenditure.

11. Overseas Deputation/International Assignment Agreement

If you are on international assignment, you will be covered by the TCSL International Assignment policy from the date of deputation. Accordingly, you will be required to sign the applicable Overseas Deputation/International Assignment Agreement/s. In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better.



If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training:

12. TERMS and CONDITIONS

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

TCSL shall give one month's notice or payment in lieu thereof if the traineeship is discontinued/terminated upon the expiry of one year. No notice or payment in lieu thereof shall be payable by TCSL when the traineeship is discontinued/terminated on account of any misconduct, either during the period of traineeship or upon expiry of the traineeship. During your tenure with TCSL, either you or TCSL can terminate the appointment by giving 30 calendar days written notice or 1 month's basic salary in lieu of the notice. You will be liable to pay TCSL ₹50,000/- in case you fail to serve TCSL for a minimum period of 2 years after joining in accordance with Clause No.10.

If you are covered under Deputation Agreement/International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL), which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.



17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and/or any other permissions and/or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card

You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.

- Standard X and XII mark sheets

- Degree certificate and mark sheets for all semesters

- Postgraduate degree certificate and mark sheets for all semesters (if you are a Postgraduate)

- Birth Certificate/Proof of Age

- Work permit and/or any other documentation as prescribed by Government of India

- Passport

- 6 photographs

- Medical Certificate

- An affidavit/notarised undertaking stating:

*There is no criminal offence registered/pending against you

*There is no disciplinary case pending against you in the university

*If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.



20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training ("Initial Learning Programme") at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time.

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.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team.

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Gross Salary Sheet
Annexure 2: List of TCSL Centres

TCS Confidential
TCSL/DT20162469522

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



GROSS SALARY SHEET

Annexure 1

Name	MOUNICA .K
Designation	Assistant System Engineer-
Institute Name	Trainee Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	9,700	1,16,400
Bouquet Of Benefits #	9,368	1,12,420
2) Performance Pay **		
Monthly Performance Pay	4,950	59,400
Quarterly Variable Allowance*	550	6,600
3) Annual Components/Retirals		
Health Insurance	NA	4,500
Provident Fund	1,164	13,968
Gratuity	466	5,599
Total of Annual Components & Retirals	1,631	24,067
TOTAL GROSS	26,199	3,18,887

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.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the Initial Learning Programme.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	3,880	46,560
Conveyance Allowance	800	9,600
Leave Travel Assistance	808	9,700
Sundry Medical Reimbursement	500	6,000
Food Coupons	500	6,000
Personal Allowance	2,880	34,560
GROSS BOUQUET OF BENEFITS	9,368	1,12,420

TCS Confidential
TCSL/DT20162469522

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India
 Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 Website: www.tcs.com
 Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
 TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore - 560 066 Tel: 080 - 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition Tata Consultancy Services 11th Floor, Omega Tower, Bengal Intelligent Park, Plot - A2, M2 & N2, Block EP & GP, Sector -V, Saltlake Electronics Complex, Kolkata - 700 091 Tel: 033 - 66366000 Fax: 033 - 66366001</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 - 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>

TCS Confidential
TCSL/DT20162469522

14

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7777 Fax: 91 20 6608 7107 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



APPOINTMENT LETTER

December 20, 2016

Ms. SWATHI .O
D/O O.Tirupal,
9/125, Railway Kodur
Kadapa(D)
AndhraPradesh - 516101

Ms. SWATHI .O
D/O O.Tirupal,
9/125, Railway Kodur
Kadapa(D)
AndhraPradesh - 516101

Dear SWATHI .O

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671821

Page 1



ANNEXURE III
SALARY OFFER SHEET

Name : SWATHI .O

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.



APPOINTMENT LETTER

December 20, 2016

Mr. VENKATA SAI KISHORE .K
S/O K.Venkateswarulu,
10-235-07, Padmasali
Srikalahasti, Chittoor(D)
AndhraPradesh - 517644

Mr. VENKATA SAI KISHORE .K
S/O K.Venkateswarulu,
10-235-07, Padmasali
Srikalahasti, Chittoor(D)
AndhraPradesh - 517644

Dear VENKATA SAI KISHORE .K

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671821

Page 1



ANNEXURE III

SALARY OFFER SHEET

Name : VENKATA SAI KISHORE .K

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

GOVERNMENT OF ANDHRA PRADESH
PROCEEDINGS OF REGIONAL DIRECTOR OF MUNICIPAL
ADMINISTRATION & CHAIRMAN, REGIONAL LEVEL
COMMITTEE
ANANTHAPUR

Present : Sri / Smt S. ALEEM BASHA

Rec.No. 759/2019/A2/DSC-2019/

Dated: 02/10/2019



-:0:-

Sub : Estt-Ward Secretaries - Appointment of **BIJIVEMULA MAHITHA** as
Ward Amenities Secretary (Grade-II) in **KADAPA** District - Orders
- Issued.

- Read :
1. G.O. Ms. No. 217 MA & UD Dept., Dt. 20.07.2019
 2. G.O. Rt. No. 523 MA & UD Dept., Dt. 21.08.2019
 3. Recruitment **NOTIFICATION NO. 02/2019,**
DATED:26.07.2019
 4. G.O. Ms. No. 591 MA & UD Dept., Dt. 17.09.2019.
 5. Minutes of the District Level Committee **224/2019/C1** ,Dt.
29-SEP-2019
 6. Minutes of the Regional Level Committee **759/2019/A2**
 ,Dt. **29-SEP-2019**

-:0:-

ORDERS :

Consequent upon selection by the District Level Committee and approval of Regional level committee vide reference 5th and 6th read above, Sri/Smt/Kumari **BIJIVEMULA MAHITHA** S/o,D/O,W/o **B VENKATARAMANAREDDY** (HT No:191104007423) is hereby provisionally appointed as **Ward Amenities Secretary (Grade-II)** in **KADAPA DISTRICT** in the existing vacancy subject to the following terms and conditions:

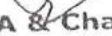
- i) That the appointment is purely temporary and is likely to be terminated at any time without prior notice and without assigning any reasons there for.

Page 1/4

- ii) That he/she will be paid Rs.15,000/- Per Month on consolidated pay for a period of 2 years. On satisfactory completion of 2 years period of probation, he/she will be given regular scale of pay.
- iii) He/she will be in probation for a period of two years from the date of joining in the said post. The period of probation may, however, be extended at the discretion of the competent authority. As regards other matters relating to probation, he/she shall be governed by the conditions laid down under A.P. State and Subordinate Service Rules and other rules and instructions in this regard by the Government from time to time.
- iv) During the period of probation, it is required to undergo induction training and also to undertake such other training courses and departmental tests as the Government may prescribe from time to time. Successful completion of probation and subsequent confirmation is mandatory. Failure to complete the period of probation to the satisfaction of the Government or failure to pass the prescribed test (s), if any, will liable to be discharged from service.
- v) During the period of probation, he/she will be liable to be discharged from service at any time without any notice, if -
- a. On the basis of performance or conduct, he/she is considered unsuitable for further retention in service, or
 - b. Otherwise found ineligible or unsuitable to be retained in the service
- vi) That this appointment is provisional subject to the verification of character, antecedents and social category, community, Tribe against which this selection has been made. If at any stage, information provided by the candidate is proved as false or certificates furnished in respect of qualifications i.e., local-area, caste, PHC/ Ex-Servicemen/Sports etc are found to be non-genuine, bogus or if any false information is given, in the antecedents verification form, this provisional appointment will be cancelled forthwith and criminal/legal action will be taken.
- vii) If the candidate is already in service in Central Government/State Government/PSU/Autonomous Body / Bank/Corporation or in any other employment, it is required to submit formal relieving order by the respective organization certifying that his/her conduct during the said employment does not render him/her unsuitable for the present offer of employment.
- viii) His/her services shall liable to be terminated at any time by giving one month notice in-writing, subject to other terms and conditions prescribed under Government rules in vogue.

- ix) He/she are eligible for monetary benefits from the date of joining only.
- x) That the appointment of the individual is subject to the result of court cases pending, if any, in the APAT/High Court of A.P./Supreme Court of India.
- xi) He/she will be liable to refund to the Government the pay and allowances and any other remuneration received by him/her in addition to the amount spent by the Government on the training.
- a) if they fail to serve the department for a period of 3 years after the completion of training for any reasons: or
- b) b) if they discontinue the training or discharged while under training for misconduct or any other reasons:
- xii) He/She has to produce the Physical Fitness Certificate issued by a Medical Officer not below the rank of Civil Assistant Surgeon of a Government Hospital in original at the time of joining into duty.
- xiii) Other conditions of service will be governed by A.P. State and Subordinate service rules, as applicable to the candidate, which are in force and as amended from time to time.
- xiv) He/She is directed to report for duty in the posted place within 30 days from the date of receipt of this order, failing which the appointment is liable to be cancelled and his/her name will be deleted from the list of selected candidates. Further he/she is directed that if he/she relinquish his/her claim for appointment his/her decision must be sent to the concerned appointing authorities within stipulated period.

2. Place of Posting will be intimated Separately


RDMA & Chairman,
Regional Level
Committee


22/11/17

To,
BIJIVEMULA MAHITHA,
7-1-473, N G O COLONY,
BADVEL, URBAN Budwel,
KADAPA, 516227
Mobile No : 9441154574

Copy To,
Copy to the District head Quarters Municipal Commissioner,
Copy to the District Collector, KADAPA District, ,
Copy to Regional Deputy Director of T&C Planning Concerned ,
Copy to Regional SE(PH) Concerned

KNR Constructions Limited



A. Mohan

Emp Code : 1398

Designation : JE - STR

D.O.J : 4/7/2017

Card Valid upto: 31/03/2018

**Address : Vengampet, Kolathoor,
Thiruvallur, T N-631207**

Mob: 9047638768

A. Mohan

Employee Sign.

K. Vinay

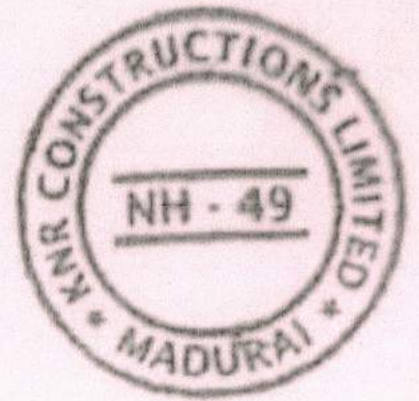
Authorized Signatory

Site Office:

NH-49, KM-56, Somathur Road, M.Karisalkulam Village,

Manamadurai Taluk, Sivagangai Dist. Tamilnadu-630 606

e-mail : knrclmadurai@knrcl.com



A. Mohan

Emp Code : 1398

Designation : JE - STR

D.O.J : 4/7/2017

Card Valid upto: 31/03/2018

**Address : Vengampet, Kolathoor,
Thiruvallur, T N-631207
Mob: 9047638768**

A. Mohan
Employee Sign.

K. Vinay
Authorized Signatory

Site Office:
NH-49, KM-56, Somathur Road, M.Karisalkulam Village,
Manamadurai Taluk, Sivagangai Dist. Tamilnadu-630 606



MANJEERA
Life Elevated

2nd Feb, 2019

Mr. Kallapari Thirumaleswara Reddy

Mobile: 9676603740 Email: ktmreddy4921@gmail.com

Offer of Employment

Dear Mr. Thirumaleswara Reddy,

This is with reference to your interview had with us, we are pleased to offer you an employment in the services of our company as "Tr. Engineer - Projects" with the following particulars.

1. Joining Date : At an earliest date, but not later than 22nd Feb, 2019
2. Probation Period : 6 Months from the date of joining
3. Initial Place of Posting : Hyderabad
4. Validity of the offer : One Day from the date of this letter
5. Annual Salary : Rs. 2, 47,000/-

(CTC per Annum)

(Rupees Two Lakhs Forty Seven Thousand Only)

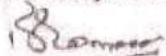
6. As per the company policy, coverage of **Group Health Insurance** and **Personal Accidental Insurance** will be provided for you over and above the CTC mentioned above (or) **ESIC** as per statutory provisions whichever is applicable.
7. You will be working in the "Engineering Department" and more details on the responsibilities shall be communicated on joining.
8. Your reporting structure & place of posting may vary according to the organizational requirement.
9. This offer is made based on the credentials you have furnished in your application/CV and discussed during the interview.
10. This letter is valid for the period of joining date as mentioned above. Any change to it may be admitted subject to the approval of the undersigned in writing.
11. This offer is subject to you being found medically fit and positive reference check.

The detailed appointment order will be issued to you at the time of your joining the organisation. Kindly sign the duplicate copy of this letter as a token of having accepted the offer of employment and send back to us mentioning therein your tentative date of joining.

We wish you all the best and hope to have a long and fruitful association.

With Best Regards,


For Manjeera Constructions Ltd



P.SOBHANADRI
SR. VICE PRESIDENT

ACCEPTANCE

I accept the above offer of employment and will join the Company on _____

Signature: 

Place:

Date:

Manjeera Constructions Ltd.

711, Manjeera Trinity Corporate, JNTU - Hitech City Road, Kukatpally, Hyderabad - 500 072,

CIN : L45200AP1987PLC007228

Ph: +91 40 66479647 / 66479664, E-mail : info@manjeera.com, www.manjeera.com





INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1006

DATE:16/04/2017

Dear Mr. N.MOHAN SAI REDDY

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of **One year** from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CTN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandayam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1065

DATE:16/04/2017

Dear Mr. AGRAHARAM JASWANTH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1067

DATE:16/04/2017

Dear Mr. KN SAI KIRAN

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CTN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1069

DATE:16/04/2017

Dear Mr. JANGAM VEERA RAGHAVENDRA

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in Tirupathi. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1058

DATE:16/04/2017

Dear Mr. S CHANDRAMOULI

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd.. and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1054

DATE:16/04/2017

Dear Mr. SHARAB.BHARGAV

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1051

DATE:16/04/2017

Dear Mr. NAMBURI VENKATA MANIKANTA VARMA

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.us@indo-mim.com

REF:2017/GET/1050

DATE:16/04/2017

Dear Mr. KORIM KRISHNA VAMSI

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum, of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CJN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1042

DATE:16/04/2017

Dear Mr. CHANDRAM VENKATESH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1046

DATE:16/04/2017

Dear Mr. GANNE RAJESH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO-MIM

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India
517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1044

DATE:16/04/2017

Dear Mr. C BHAVANI SANKAR

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1049

DATE:16/04/2017

Dear Mr. PERIKALA SRIKANTH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only.per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandiyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-us-mim.com

REF:2017/GET/1032

DATE:16/04/2017

Dear Mr. C.RAJU

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-us-mim.com

REF:2017/GET/1033

DATE:16/04/2017

Dear Mr. K.SAI TEJA

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

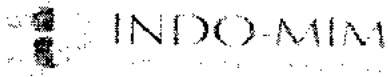
We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1037

DATE:16/04/2017

Dear Mr. TIRUNAMALA SUKESH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

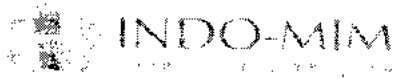
Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797-1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1038

DATE:16/04/2017

Dear Mr. ORUGANTI NAVEEN KUMAR REDDY

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com

INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandiyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

REF:2017/GET/1028

DATE:16/04/2017

Dear Mr. KURAPATI VENKATESH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyam, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info.ic@indo-mim.com

REF:2017/GET/1025

DATE:16/04/2017

Dear Mr. GUNTUR MAHESH

I am writing this with reference to your application to M/s Indo US MIM Tec Pvt Ltd., and to the personal discussion that we had with you.

We are pleased to offer you the position of **Graduate Engineer Trainee** at Indo US MIM Tec Pvt Ltd. You will be posted at investment casting plant in **Tirupathi**. You will report to **Mr. Nagaraju R** who is incharge of **Machine shop** at the Plant.

We offer you a compensation of Rs.1, 80, 575/- p.a (Rupees One Lakh Eighty Thousand Five Hundred and Seventy Five only per Annum) on cost to company basis. The breakup of the compensation package is enclosed with this letter.

Kindly note that you will not be entitled to any other benefits or perquisites.

You will be on training for a period of One year from the date of joining the company. During training your services are determinable from the side of the Company with one month's notice or salary in lieu thereof.

During training you can resign from the services of the company by giving clear one month notice. On Confirmation you can resign from the services of the company by giving clear Two months notice. Subject to the approval of your superior, you can give a shorter notice than what is prescribed here in above provided you serve for a minimum period of 50% of the notice period subject to a minimum of one month, post resignation. For the balance notice period you can either surrender leave to your credit or can pay for the same.

You may have to work in shifts as and when required based on organizational requirements. Based on organizational requirements your services may be transferred from one location to the other and from the present company to any other company in the group or any other associate company wherever located.

Regd. Office: 213 (539/A) Street - 7, Lane - 2, Himayat Nagar, Hyderabad, Telangana, India 500029
Corporate Office: 45(P), KIADB Industrial Area, Hosakote, Bangalore, Karnataka, India 562 114
Phone - +91 80 2204 8800, Fax - +91 80 2797 1624, Website: www.indo-mim.com



INDO US MIM TEC PVT. LTD.

Precision Investment Castings Plant, CIN - U28110AP1996PTC023794

62-B (Part-II), APIIC Industrial Park, Gajulamandyan, Attur Post, Renigunta, Chittoor, Andhrapradesh, India 517520

Ph +91 9390845662/3/4/5 Fax+91 877 2271003 Email: info@indo-mim.com

You are required to undertake a confidentiality agreement effective from the date of joining the company. The confidentiality agreement is to ensure the following:

- All proprietary information, documents, invention made available to you /acquired by you during your tenure with the company, will not be utilized by you as at any point of time to undermine the interests of the company.
- The inventions if any made by you during your tenure with the company will be the property of the company and the same cannot be used by you or anyone under your authority except with the prior written permission of the company.

The offer letter is sent to you in duplicate and we request you to kindly sign the duplicate copy of the offer letter as a token of acceptance of the offer and the terms and return it to us at the earliest.

We will be glad if you can join us immediately. Please intimate your starting date at the earliest.

With Best Regards.

for Indo US MIM Tec Pvt Ltd

M. Vijayakumar
Vice President

To

NAMA VENKATA PAVAN SAI
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)


Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

MUDIPALLE M SADASIVAM
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

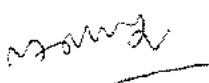
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

KUVVAKULLI SHANMUGAM

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To
K YUVAKISHORE VARMA
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)


Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

SIVA KUKATI

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

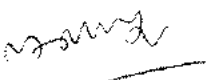
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

BODIMALLA .RAJESH
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

SAMA JEPRAKASH

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

SANNIBOYINA BALAJI YADAV
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

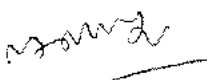
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

K.REVANTH

Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

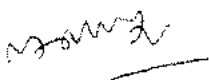
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

KOMALA PAVAN KUMAR
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

MADINENI VISHNUVARDHAN
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To
VINAY KATTA
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

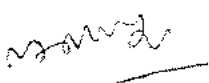
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You.



(Sandeep Rao)
Human Resources

To

22 March 2017

KALLA UDAYKUMAR

Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

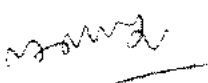
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

A VENKATA GIRITEJA

Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

NARASAPURAM HARI TEJA
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

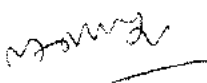
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

S.RAHUL

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

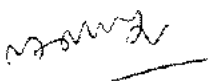
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

AAVULA ASHOK
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

PAMIREDDY PAVAN KUMAR REDDY

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

ANIL KUMAR . S

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai; Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

CHEERLA .HARIKRISHNA
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

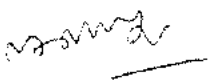
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

CHAKALA MANOJ KUMAR
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

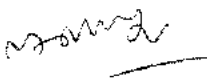
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

PIDUGU KONDA REDDY

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

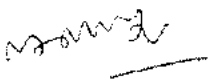
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

RAJESH.T

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

G M VENKATESH

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

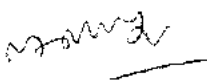
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

P.J.THEJESH
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

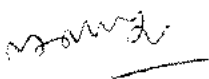
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

UMA SANKAR JANA

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

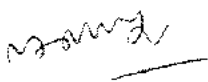
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

A.SREEKANTHREDDY

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

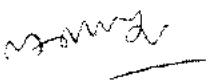
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

B. MURALI MOHAN
Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

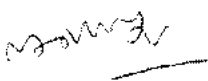
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

SR PURUSHOTHAM
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as may be in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

22 March 2017

HEMADRIK
Siddhartha Group of Colleges.

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

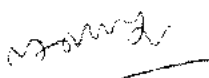
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To

JESWANTH KUMAR GARREY

Siddhartha Group of Colleges.

22 March 2017

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

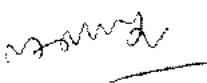
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

APPOINTMENT ORDER

12th Feb 2017

To

Mr. PITTA KARTHEEK KUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.



Manager - General



Megha Engineering & Infrastructures Ltd

APPOINTMENT ORDER

12th Feb 2017

To

Mr. KARUMANCHI BHARGAVA TEJA

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



Megha Engineering & Infrastructures Ltd

APPOINTMENT ORDER

12th Feb 2017

To

Mr. BASHEER MUBARAK

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

A handwritten signature in black ink, appearing to be 'Basheer Mubarak', written in a cursive style.

Manager - General



Megha Engineering & Infrastructures Ltd

APPOINTMENT ORDER

12th Feb 2017

To

Mr. P.MANOJ KUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. RAVI.ROOPKUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. GOLLAPALLE REVANTH KUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. NAPURA .YUGANDHAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. JANKALA VENKATESH

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. B.S.PRASANNA KUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. A DURGAPRASAD

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General

APPOINTMENT ORDER

12th Feb 2017

To

Mr. P.E.UDAYAKUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.



Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. ABBAVARAM PRATHAP REDDY

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. ANDRA REDDYSEKHAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. KONKA RAJASEKHAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. LEELA VIGNESWAR REDDY

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. KOVVURU SREEDHARREDDY

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. PATHAKAMURU SURESH KUMAR

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. DERANGULA GANGARAJU

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. CHATTA MADHU

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



Megha Engineering & Infrastructures Ltd

APPOINTMENT ORDER

12th Feb 2017

To

Mr. P ANIL KUMAR REDDY

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. A GIRIDHAR REDDY

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. ATTIMANJERI MANJUNATH

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General



APPOINTMENT ORDER

12th Feb 2017

To

Mr. SATEESH SIVALA

With reference to your application for employment and personal interview held at our office, we are pleased to offer you the employment with our Organization as "Trainee Engineer-Process".

Your CTC will be Rs.15,000/- (Fifteen thousand Rupees only) per month in the training period only. After completion of 6 months training we will provide 21,000/-.

The terms and conditions governing your employment will be subject to Service Agreement and all such rules and regulations are in accordance with Company Policy and Terms & Conditions as applicable, enforced, amended or altered from time to time.

You are requested to confirm your date of joining your date of joining, as the offer stands withdrawn after seven working days from the date issue of this offer, unless the date is extended by Company, as per the admin procedures. Therefore you are advised to forward your acceptance in writing along with the date of joining.

Manager - General

SIBAR

Auto Parts Ltd.,

Date: 11th March 2017

Dear Mr. **MUDAY MAHENDRAKUMAR NAIK**

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

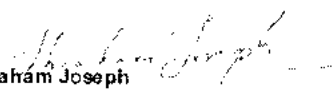
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. **RACHURI PRAKASH REDDY**

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

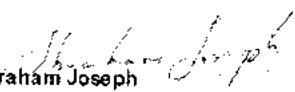
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. BALLA CHARAN

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

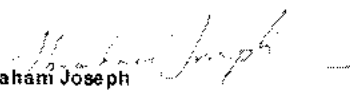
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd..

Date: 11th March 2017

Dear Mr. BOGA VENKATA SAI KUMAR

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. SYED IRFAN

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd..

Date: 11th March 2017

Dear Mr. ARAVA UDAYA KUMAR

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

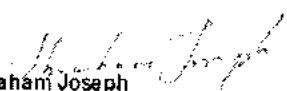
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd.,

Date: 11th March 2017

Dear Mr. VENKITEELA SAI JASWANTH

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

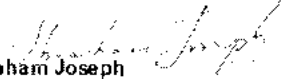
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. PALADUGU SAI ANEESH KUMAR

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

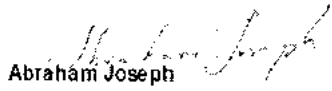
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. KUMMARA VENUGOPAL

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. CIRIVELU V GIRIPRASAD

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

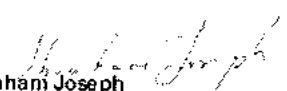
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. NALLAKUKKALA VENKATESH

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

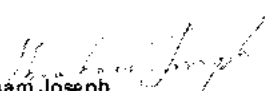
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. YALAVURU MUNITEJA

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. P.CHANDRA SEKHAR

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

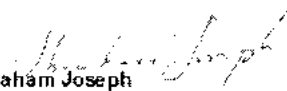
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

Date: 11th March 2017

Dear Mr. M.SUHAIL KHAN

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.


Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. KUMMARA SAI CHAND

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

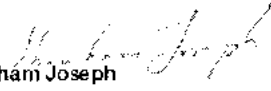
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. A. VENKATA SAI KUMAR

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

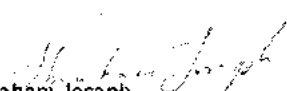
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. GURIJALA GURIVI REDDY

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer.**

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

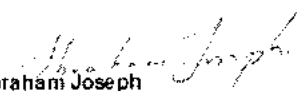
Your total cost to the company will be **INR 2,50,000/- per annum.** The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. EMMANUEL ARAVA

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

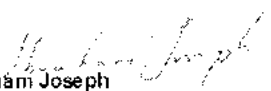
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. PUTHA HITHESWAR REDDY

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

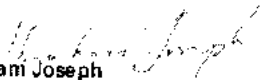
Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts ltd.,

Date: 11th March 2017

Dear Mr. P.CHANDHU

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer.**

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum.** The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

SIBAR

Auto Parts Ltd...

Date: 11th March 2017

Dear Mr. SHAIK AZMATHULLA

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer**.

This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure I would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,
Yours faithfully


Abraham Joseph
Human Resources

Dear Mr. O.REDDI SEKHAR BABU

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. DUVVURU SAI RAJESH

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. S. RAKESH REDDY

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. G.GNANA SEK HAR

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. D. JAYA PRAKASH

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. SIDDUMURTHY VENKATASUBBAREDDY

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. RAI SUNIL

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear mr. VARTHALA RAMU

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

24 Feb 2017

Dear Mr. AKHIL G

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory

Dear Mr. MUNIRAO VEMULA

24 Feb 2017

PROVISIONAL OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform that you have been short listed as a "Consultant". Your employment with us will be established on clearing further rounds of interview which would be conducted at our Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042). The offer letter can be collected from the same venue.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us.

You may have to furnish the following documents on clearing further rounds of interview for completing the joining formalities

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof(Ration card, Driving license/Passport, PAN Card, Voter ID Etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts
- Offer letter / Relieving letter / Last 3 consecutive months pay slips (Applicable only for experienced candidates)

Note: Please produce this letter at the reception.

Yours sincerely,

Sutherland Global Services



Authorized Signatory



17 Feb 2017

Letter of Intent

Dear Mr. ABBANNA JAFFAR

In reference to your application and subsequent interview you had with us, we are pleased to inform you that your profile matches with our requirement and wish to offer you the position of **Production support Staff**.

Please note that letter of intent is subject to your successful completion of your course and you should produce the original Education Document the time of joining for verification purpose.

1. Educational Certificate – 10th/12th & Degree
2. Proof of ID
3. Proof of Address
4. 6 Passport Size Photographs

A detailed offer & appointment letter with your compensation structure will given to you upon your joining ISS Support Services Chennai

Our HR Team will keep in touch with you regards to your joining.

We take this opportunity to congratulate you and wish you a successful career

For ISS Support Services Pvt Ltd.,

Authorized Signatory

I accept the above stated terms of employment.



17 Feb 2017

Letter of Intent

Dear Mr. SHANMUGAM RAVIKUMAR

In reference to your application and subsequent interview you had with us, we are pleased to inform you that your profile matches with our requirement and wish to offer you the position of **Production support Staff**.

Please note that letter of intent is subject to your successful completion of your course and you should produce the original Education Document the time of joining for verification purpose.

1. Educational Certificate – 10th /12th; & Degree
2. Proof of ID
3. Proof of Address
4. 6 Passport Size Photographs

A detailed offer & appointment letter with your compensation structure will given to you upon your joining ISS Support Services Chennai

Our HR Team will keep in touch with you regards to your joining.

We take this opportunity to congratulate you and wish you a successful career.

For ISS Support Services Pvt Ltd.,

Authorized Signatory

I accept the above stated terms of employment.



17 Feb 2017

Letter of Intent

Dear Mr. T.JEEVA

In reference to your application and subsequent interview you had with us, we are pleased to inform you that your profile matches with our requirement and wish to offer you the position of **Production support Staff**.

Please note that letter of intent is subject to your successful completion of your course and you should produce the original Education Document the time of joining for verification purpose.

1. Educational Certificate – 10th /12th & Degree
2. Proof of ID
3. Proof of Address
4. 6 Passport Size Photographs

A detailed offer & appointment letter with your compensation structure will given to you upon you're joining **ISS Support Services Chennai**

Our HR team will keep in touch with you regards to your joining

We take this opportunity to congratulate you and wish you a successful career

For ISS Support Services Pvt Ltd.,

Authorized Signatory

I accept the above stated terms of employment.



17 Feb 2017

Letter of Intent

Dear Mr. M.KISHOR KUMAR

In reference to your application and subsequent interview you had with us, we are pleased to inform you that your profile matches with our requirement and wish to offer you the position of **Production support Staff**.

Please note that letter of intent is subject to your successful completion of your course and you should produce the original Education Document the time of joining for verification purpose.

1. Educational Certificate – 10th/12th & Degree
2. Proof of ID
3. Proof of Address
4. 6 Passport Size Photographs

A detailed offer & appointment letter with your compensation structure will given to you upon you're joining **ISS Support Services Chennai**

Our HR Team will keep in touch with you regards to your joining.

We take this opportunity to congratulate you and wish you a successful career

For ISS Support Services Pvt Ltd.,

Authorized Signatory

I accept the above stated terms of employment.



17 Feb 2017

Letter of Intent

Dear Mr. BHUPALA GIRISH KUMAR

In reference to your application and subsequent interview you had with us, we are pleased to inform you that your profile matches with our requirement and wish to offer you the position of **Production support Staff**.

Please note that letter of intent is subject to your successful completion of your course and you should produce the original Education Document the time of joining for verification purpose.

- 1 Educational Certificate – 10th /12th & Degree
- 2 Proof of ID
- 3 Proof of Address
- 4 6 Passport Size Photographs

A detailed offer & appointment letter with your compensation structure will given to you upon you're joining ISS Support Services Chennai

Our HR Team will keep in touch with you regards to your joining.

We take this opportunity to congratulate you and wish you a successful career

For ISS Support Services Pvt Ltd.,

Authorized Signatory

I accept the above stated terms of employment.

Offer Letter

Date: 28/10/2020

Dear **A Himaja**,

We congratulate you on the successful completion of the Fixed Term Traineeship with us. Upon evaluation of your performance, we would like to offer you the position of Inside Sales Associate - Sales, under Regular Employment w.e.f **02/11/2020**.

The details of your employment will be as follows:-

Department : Business Development
Designation : Inside Sales Associate - Sales
Role Location / Work Location : Byju's - ISA Bangalore
Virtual Onboarding Starts at : 02/11/2020 - 8:30 AM
Employment Type : Regular

Compensation Details

Fixed Compensation : 500000 INR
Variable Compensation : 300000 INR

The company shall be entitled to deduct, from the above remuneration payable to you, the following contractual, statutory and compulsory deductions:

1. Provident Fund
2. Income tax deducted at source at the rates applicable
3. Employment/Professional Taxes
4. Dues to company including loans and advances
5. Any other applicable statutory deductions

The income Tax liability with regards your salary and perks and will be governed by the tax laws of the country as applicable from time to time.

You will be governed by and agree to abide by the General Terms & Conditions of Service of the Company and the provisions of the company's Code of Conduct, which will be mentioned in detail in the appointment letter, issued on the date of joining.

You are requested to join the services of the Company by no later than **02/11/2020**, failing which you may please consider the offer to be withdrawn.

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.

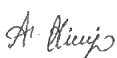
To accept the offer, kindly sign the document digitally and submit.

Yours sincerely,

Think & Learn Pvt. Ltd.

Accept Job Offer by signing below

Human Resource

Signature: 

This is a system generated confirmation letter that does not require an authorized signature.



OFFER CONFIRMATION LETTER

Ms. Ramya Nalladimmu
Bangalore

Date: 14th September 2020

Dear Ramya,

We are pleased to offer you employment with **Cerium Systems Private Limited** in the capacity of "Senior Engineer-Physical Design"

Your total annual CTC will be **INR 6,00,000** . Tax will be deducted at source. Your base compensation will be paid on a monthly basis. Please see the annexure to this offer letter for the break-up of your detailed compensation.

All the terms and conditions of your employment will be in accordance with the letter of employment and other information that you will be required to sign on the date of joining.

We are certain that you will find a career with Cerium Systems to be challenging and rewarding. We feel that your skills and background will be valuable assets to our company, and look forward to working with you.

If you choose to accept this offer, please send us your acceptance by **16th September 2020**.

If you have any queries, please feel free to contact us.

The preferred date of joining would be on or before

16 September 2020

For Cerium Systems Private Limited

Team HR



ACCEPTANCE

I hereby accept the position and the terms & conditions of employment offered. I will be joining on or before _____. I will furnish the photocopies of the following documents at the time of joining:

- Copies of qualification certificates
- Copy of passport
- Copy of PAN Card
- Previous Employer Letters(Relieving and Experience)
- IT computation statement from previous employer
- 4 Passport size white background photos

Signature:

Ms. Ramya Nalladimmu

Date:



ANNEXURE
SALARY STRUCTURE

Total Annual Compensation: INR 600000

Salary Components	Per Month	Per Annum
Basic	19,167	2,30,000
HRA	7,667	92,000
Conveyance	1,600	19,200
LTA	1,597	19,167
Medical	1,250	15,000
Food Coupons	2,600	31,200
Internet	2,000	24,000
Telephone	1,000	12,000
Special Allowance	6,718	80,617
Bonus	1,597	19,159
PF	1,800	21,600
Gratuity	921	11,058
Total Base Salary	47,917	5,75,000
Benefit		25,000
Total Annual CTC in INR		6,00,000

*Benefit: Medical and personal accidental insurance

Signature:

Ms. Ramya Nalladimmu

Date:



TOTAL SOURCING SOLUTIONS

AS/NZS ISO 9001 : 2015

13th September, 2018

V Vaishnavi

5- 209A, Narayanavanam, Chittoor,
Andhra Pradesh - 517581

Dear Vaishnavi,

We have pleasure of informing you of your appointment as **Junior Executive** in our organization on the following terms and conditions:

Appointment

Your appointment shall be effective from the date of joining i.e. **25th April, 2018.**

The appointment is subject to your reading, understanding, signing & accepting the "**Confidentiality & Non-Disclosure Agreement**" and "**Agreement of Employment**" of specific period.

Payment terms

As per salary break up enclosed Annexure A.

No payment of any kind whatsoever will be payable to you other than what is mentioned in this letter.

Your payment terms are strictly confidential. It is not to be discussed with anyone.

Leaves

Leave entitlement as per leave policy attached.



Transfer/Deputation

You will be liable to be transferred/deputed in such other capacity that the company/client may determine, to any other location, department, branch, establishment or factory of the company or any other associate company of M/s Total Sourcing Solutions. You may also be sent to work/assist any client of the company at their offices, establishment, factory or any other place determined by client, under the terms of an agreement entered into by and between the company and its client to that effect. In such cases, you will also be governed by the terms and conditions of service at the new placement location.

Responsibilities and Duties

Your work in the organization will be subject to the rules and regulations of the organization laid down in relation to work, conduct, discipline and other matters. You will always be alive to the responsibilities and duties attached to your office and conduct yourself accordingly. In view of your office, you must perform effectively to ensure results as per expected levels. You will always maintain diary/schedule/documentation as per instructions given to you from time to time either by TSS or Client.

Termination

1. Either you or the company may terminate the agreement by giving seven days prior written notice. Either side may forfeit the contract of employment by giving seven days notice or seven days salary in lieu thereof.
2. No notice of termination will be served by the company in the following circumstances.
 - a. That an order is passed by a competent court against you due to any civil or criminal case or any under pre-contract verification initiated by the company or any other reason recognized in law for termination of this agreement/appointment.
 - b. In case it is identified that you are engaged in any criminal activity during the term of this agreement/appointment. In case your involvement in theft/dishonesty/fraud in connection with the company's business or property, company's client organization or property.
 - c. In case you are found to be involved in taking or giving bribe, will full insubordination and or disobedience causing will full damage to work or property of the company or its client.
 - d. In case you are found assaulting any colleague or superior at your work place.
 - e. In case it is found that you have leaked the confidential information or documents including but not limited to, financial data lists, statistics programs, research developments, employee data and information, information related to the client organization planned or existing computer systems architecture, or related information of the client organization



On termination of this appointment or contract of the company client organization., you will immediately hand over all correspondence, specifications, formulae, books, documents, market data, cost data, drawings, effects or records etc. belonging to the company/client organization or relating to its business and shall not retain or make copies of these items. Your Full & Final settlement would be completed only after you have handed over all the documents and handed over the charge to the company representative

Disciplinary Action

You are required to maintain the discipline in the organization. You have to be utmost clear and honest in your dealing with the organization & the client organizations. You shall be courteous & polite in dealing with cost off, superiors & employees of client organizations. It is expected that you will not involve yourself in any riotous, fighting, drunkenness, disorderly or indecent behavior, wrongful assembly & any kind of fraud including moral turpitude while on duty, or at place of work or at client organization's place.

If you fail to conduct yourself, you will be liable for disciplinary action inclusive of dismissal of service.

Yours faithfully,
For **Total Sourcing Solutions,**

Yogesh Giri
Founder & CEO

I agree to accept employment on the terms and conditions mentioned in this letter of appointment. I have gone thru the agreement signed between TSS and its client and have understood the terms clearly and I will abide by these terms.

(Employee Signature)

**ANNEXURE A**

Summary of the CTC	
Employee Name	V Vaishnavi
Designation	Junior Executive
Date of Joining	25th April, 2018
CTC Details	Monthly
Basic	10931.00
Statutory Bonus	583.00
Gross Salary	11514.00
PF Employer	1312.00
ESIC Employer	547.00
Total CTC	13373.00

Any Tax liability arising out of compensation will be borne solely by the employee

7

Name:- Pandluru Vamsiram
Employee ID:- KHPP180091
Designation:-FOS
Location: TIRUPATI

Salary Revision

Dear **Pandluru Vamsiram**,

With reference to your fixed term contract of employment dated **12/17/2018**, this is to inform you that in accordance with the latest judgement from Supreme Court regarding PF contribution on monthly fixed wages, your salary structure would stand revised as follows with immediate effect. Your CTC has been revised from **Rs. 19280/-** to **Rs. 19670/-**

Particulars	Old Breakup	New Breakup
Basic	9471	9471
HRA	3788	3788
Conveyance	1600	
Other Allowance	0	
Supplementary Allowance	0	3039
Additional Allowance	189	
Medical Allowance	1250	
Bonus	789	789
Gross Salary	17087	16298
Gross for ESIC		17087
Employee PF @12%	1137	1501
Employee ESIC @1.75%	300	300
LWF	0	0
PT	150	150
Total Deduction	1587	1951
Take Home	15500	15136
Employer PF @13.36%	1231	1626
Employer ESIC @4.75%	812	812
LWF	0	0
Insurance	150	150
Final CTC	19280	19670

PROFESSIONAL TAX, LABOUR WELFARE FUND & OTHER COMPLIANCE WOULD BE SEPARATE AS PER APPLICABILITY IF ANY

The other terms and conditions of your appointment remain unchanged.

For Kutumbh Care Pvt. Ltd.

For KUTUMBH CARE PVT. LTD.

Authorised Signatory
Authorised Signatory

Date: 27th Jan 2017

Name: B YAMINI

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**

25th May 2017

Mr C BALAJI

Dear Balaji,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

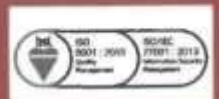
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

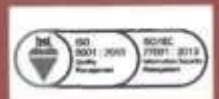
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA

25th May 2017

Mr P BALAJI

Dear Balaji,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

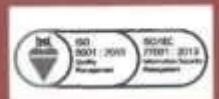
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

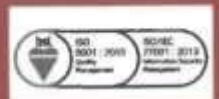
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA

25th May 2017

Mr S BALAJI

Dear Balaji,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

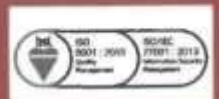
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

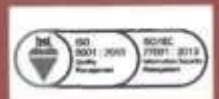
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA



Strictly Private and Confidential

23-May-2017

BHARGHAV.M

Dear BARGHAV M ,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY18 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY18 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Based on a mutual agreement between the Company and your college/institution, you would be mandated to undergo one or all of the following training programs aimed at imparting effective work skills in order to provide a head start into the industry:

- Head Start Internship Program (herein after referred to as “HSIP”) or
- Head Start Foundation Program (hereinafter referred to as “HSFP”)

Please refer to Annexure – III & IV for more details on the above mentioned programs and its requirements.

In addition to HSIP/HSFP, Upon joining the Company, an Accenture specific training program will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear as per the standard process and applicable cut-offs communicated to you. You are required to score minimum 60% marks in each test and an overall aggregate of minimum 65% to qualify the Accenture specific training program. If you are unable to complete the Accenture specific training program successfully, your services with the Company may be terminated.

Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 14 months from the date of joining the Company, the Service Agreement amount of Rs. 75,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and the Terms of Employment, with your signature on each page. Further, at the time of joining you are required to provide all documentation identified in Annexure - II.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year, with an aggregate of 60% or more.

This offer is also contingent upon us working together to determine an appropriate start date for your employment which will be communicated to you at a later date.

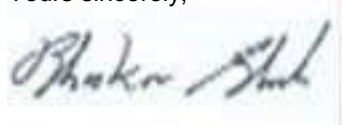
In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable 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.

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. In the meantime, please do not hesitate to contact us at campus.queries@accenture.com should you have anything you would like to discuss further.

After accepting this offer, we encourage you visit Countdown to Accenture (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e - mail to campus.queries@accenture.com.

Yours sincerely,



Bhaskar Ghosh
Lead – Global Delivery Network for Technology, India

ACKNOWLEDGED AND AGREED:

[Insert full legal name]

ANNEXURE – I

Compensation structure for financial year 2017 (FY18) in line with Company guidelines :

Compensation Structure		
Components	Annual Amount (INR)	Description of the components of the compensation structure
Basic	96,775	35% of Fixed Compensation
HRA	48,388	50% of Basic
Conveyance	9,600	Taxable if Transport Benefit is availed
Special allowance	43,724	Cannot exceed Basic
Food subsidy	26,400	Maximum Limit provided (option of INR 13,200 also available)
Additional Special allowance	40,000	Used for Medical Allowance (Upto INR 15,000) & LTA (Upto INR 25,000)
Provident Fund	11,613	12% of Basic
Gross Annual Fixed Compensation (A)	276,500	
Local Variable Bonus (B)	23,500	Max Local Variable Bonus @ 8.5%
Gross Annual Total Cash Compensation (A+B)	300,000	

Details of the variable bonus program will be communicated to you post your joining the Company.

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

1. Effective your date of joining, Medical Insurance for self, spouse and dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
 - You have the option of availing Accenture negotiated rates to cover your parents under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
 - For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and dependent children
 - 20% of such claims for parents under the separate Insurance plan
2. Personal Accident coverage up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your gross annual fixed compensation with a minimum cover of INR 500,000.
4. Gratuity as per law
5. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
6. Transport facility as per Company guidelines can be availed.

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

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

ANNEXURE – II

Required documentation at the time of on boarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card

ANNEXURE - III

Head Start Internship Program (HSIP) (if applicable)

Eligibility for Internship

You will be selected to undergo an internship program at Accenture Services Private Limited (hereafter referred to as “Company”) based on an agreement with the college management.

A Non Disclosure Agreement (NDA) is required to be signed by all the selected students to ensure compliance of the Company’s data security and privacy policies.

During the Internship

At the beginning of the internship, you will need to undergo and clear a Company specified training in order to be fully equipped to perform in your respective roles/projects.

If you are unable to complete the training successfully and pass the required tests, the Company reserves the right to discontinue the internship.

Leaves, unless agreed and approved by the Company coordinator, are not allowed during the training. Any unapproved absence will be highlighted to HR for appropriate action, which may include termination of internship. The internship is a continuous program and leaves amidst the program to attend college/classes may not be approved. Any leave taken (not just limited to emergency circumstances) during internship tenure will be considered as unpaid leave.

Medical documents in case of medical leave is subject to verification and if found inappropriate and/or insufficient, the Internship & Recruitment offer could be revoked with immediate effect.

Any unapproved and/or uninformed leave would attract disciplinary action which can result in Internship and Recruitment offer being revoked with immediate effect.

Post training, allocation to projects will solely be on the basis of project demand in any of the Company locations; student’s skill or technology preference will not be entertained. You may be asked to relocate as per the project requirement.

Projects may require you to work in a team; hence the same project could be assigned to multiple students from the same college or batch.

You can prepare a synopsis for your internship project submission after project work starts. Sharing of any internal material including but not limited to code snippets, training material or technical details for the purpose of project, presentation or any other documentation needs prior approval from the project manager based on client agreements and Company policy on confidentiality.

A Company in-house floor visit cannot be allowed to a college guide or external person for the purpose of your project preparation or analysis.

The internship is subject to satisfactory completion of verification of background or reference checks. In case of background failure, the internship with the Company will be deemed as not applicable.

Break during Internship

You will be provided a break of 3-5 working days in agreement with your college authorities for the internship project submission and viva voce. This will be informed to you after consulting the college regarding the exam schedules.

Leave for Internship project submission, viva, etc. will be granted on non payment basis.

Post the break for viva or exams, you are expected to resume internship at the Company at the allocated project location until the end of the internship period.

Checks during Internship

You are expected to be punctual, disciplined, ethical and professional in your approach to all activities dealing with Company work and resources.

You are expected to be available on all working days (Monday – Friday) or as required by the project during the internship period. You may be required to work in shifts based on project needs at any given point in time.

Your performance will be evaluated as per the Company's assessment criteria by your respective Internship assessors at the end of the internship period. Unsatisfactory performance may lead to revocation of the offer letter of employment.

You are expected to resume work at the same location after conversion as an employee. In case of a change in location, you will be informed well in advance. You may be required to relocate as per the business requirement at that point in time. Allowances for relocation after conversion will be governed by the Company's relocation guidelines for ASE career level.

Stipend during Internship

You will be paid a stipend of Rs. 10,000/- (pre-tax) per month for the internship. TDS deduction will be applicable as per the government regulations. No additional allowance(s), transportation or accommodation will be provided.

Documentation needed at initiation of internship

Photo ID proof (like Driving License or College ID card or PAN card) to verify identity

For opening up new Bank Account, please ensure you carry the documents mentioned below:

Valid Pan Card (Mandatory)

Address & ID proof (any govt. issued doc like Driving License, Passport, and Voters ID)

8 Passport size photographs

ANNEXURE - IV

Head Start Foundation Training Program (HSFP) (if applicable)

Eligibility - HSFP

You will be selected to undergo the HSFP program at your campus based on an agreement with the college management subject to the clearance of Accenture's (hereafter referred as "Company") recruitment process.

Details of the training programme - HSFP

- The contents that will be covered during the program will equip the students with technical and soft skills knowledge
- Training session timings need to be strictly adhered to i.e. 9:00 a.m. to 6.30 p.m. every day or otherwise as communicated to you; concessions on timings in any form will be subject to prior approval obtained from the Company coordinator and the institute authorities. Also, you are expected to strictly adhere to the break timings.
- 100% attendance is expected for the training sessions.
- You are expected to conduct yourself in a professional manner during all training sessions.
- Training materials provided are solely for the purpose of reference. You are recommended to also refer other books and subject guides to update your knowledge.
- Feedback forms need to be duly filled and handed over to the instructor on completion of training program.
- Dress code is business formals on weekdays & business casuals on weekends during training sessions.
- Any leave of absence has to be approved prior to the leave date by the instructor. Unplanned and unapproved leave of absence will not be accepted. Any unapproved absence will be highlighted to HR for appropriate action.

Checks during HSFP

- You are expected to attend the examinations at allotted locations/seats/laboratory. Only Internet Explorer should be used as the web browser during the examination. No other web browsers such as Firefox etc. will be allowed.
- Identity cards should be carried by every student to the training venue and examination venue.
- Any misbehaviour such as cheating or untoward actions during training or in the examination/training hall shall not be tolerated.
- User account ID, account password and the examination URL needs to be retained by all students for the duration of the training program. Sharing of user account ID and password is prohibited.
- You should attend the exam only at the designated exam hall provided by the college and should not use laptops or attend the exam from any other non designated venue.
- No mobile phones, pen drives or other gadgets are allowed during the training sessions or inside the training room/ laboratory /examination hall.
- The minimum pass percentage required to clear the examination(s) in the Head Start Foundation Training program is 60 % The offer of employment i.e., on-boarding/ joining the Company is dependent on passing the HSFP program. Strict adherence to the aforementioned terms and conditions is mandatory and any violation of the same may lead to revocation of your offer letter. Any exceptions on attendance can be made only by the Company coordinator in consultation with the institute authorities.

25th May 2017

Mr S BHANU PRAKASH

Dear BHANU PRAKASH,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

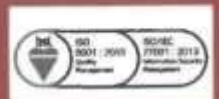
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

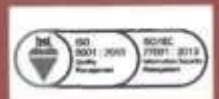
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA

Candidate ID: 845984/70168

Date of Joining: 5/17/2017

Joining Location: Pune

Designation: Software Engineer/A4

Dear BHARGAVA S

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

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

Please report by 9:00 am at Pune, for joining formalities as per the address mentioned below:

Address

Capgemini Technology Services India Limited, A-1, Technology Park,
MIDC, Talwade, Pune - 411062, Maharashtra

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

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

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

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

Kindly note:

- Capgemini has a dress code policy and you need to always dress in formal attire.
- If you are driving to office on the first day, please ensure you are there by 8:45AM, and contact security at the main gate for your entry pass.

Best Regards,
Team HR

The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini

EMPLOYMENT OFFER LETTER

Capgemini Ref.: 845984/70168

4/27/2017

BHARGAVA S
H.NO:4-49/1, Kanganellore
Yetevikili (p), Punganur

Confidential

Dear BHARGAVA S,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis with Capgemini Technology Services India Limited ('**Capgemini**' or '**Company**') starting from 5/17/2017 (or such other date as may be communicated to you by the Company), as per details given below.

- A). Your current designation will be Software Engineer / A4.
- B). You will be required to work at the Company's offices in Pune.
- C). Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 315,000/- (Rupees Three Lakh Fifteen thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

BHARGAVA S

Software Engineer

Total Cost to Company (CTC).

Rs.315000.00

Monthly Components	Per Month	Annualized
Basic	Rs.8860.0	Rs.106320.0
House Rent Allowance	Rs.4430.0	Rs.53160.0
Conveyance Allowance	Rs.1600.0	Rs. 19200.0
Other Reimbursements & Allowances#	Rs.463.0	Rs.5556.0
Personal Allowance	Rs.0.0	Rs. 0.0
Advance Statutory Bonus	Rs.1772.0	Rs.21264.0
Gross monthly salary	Rs.17125.0	Rs.205500.0
Statutory payments ++		
Capgemini's contribution to PF ++	Rs.1063.0	Rs.12756.0
Gratuity (accrual only)	Rs.426.0	Rs.5112.0
Total Fixed Compensation		Rs.223368.0
Performance Bonus**		Rs.0.0
Special Incentive ##	Rs.6250.0	Rs.75000.0
Total Cash Compensation		Rs.298,368.0
Benefits		
Medical, Accident & Life Insurance Premium		Rs.6877.0
Capgemini contribution to ESI		Rs.9756.0
Total Cost to Company		Rs.315000.0

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

Other Allowance & Reimbursements	Annualized
Telephone	19800.0
LTA	60000.0
Medical	15000.0
Meal Coupons	24000.0
Vehicle Reimbursement	21600.0

Notes:

1. The payroll processing will be as per Company policy notified from time to time.
 2. Employees should decide on the Other Allowances and Reimbursements (OAAR) at the time of joining; any changes will be accepted as per Company policy applicable from time to time.
 3. For claiming tax benefit in case of admissible allowances and reimbursements (eg. LTA, telephone and medical reimbursement etc), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
 4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
 5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- ++ Employee's contribution towards PF will be made from the monthly salary.
- * This statutory payment is included based on current applicable practice and law and is subject to changes based on changes in law from time to time.
- ** Payout will be as per bonus policy, Performance bonus can range from 0 to the amount mentioned above.
- # This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Non taxable components (except Meal Coupons) would be paid based on a claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.
- ## You will be given (Rs.6250.00 per month) 'post training incentive' after completion of 6 months from the date of joining the organization subject to successful completion of fresher training (as detailed in section H - conditions to hire). This component will appear as Special Incentive in your pay slip.

- D.) The following elements are included in the compensation package stated above:
1. Provident Fund- You will be covered under the Capgemini Technology Services India Limited Employees' Provident Fund (PF) scheme wherein, the Company will contribute towards PF at the statutory rate as may be defined by the government from time to time. Your contribution and the Company's contribution have been included as a part of the above-mentioned compensation.
 2. Gratuity- Upon cessation of employment after completion of continuous service of at least five (5) years with the Company, you will be eligible for gratuity as per the Payment of Gratuity Act. The amount towards gratuity accrual forms a part of the above-mentioned compensation.
 3. ESIC- In the event you are eligible, you will be covered under the Employees' State Insurance Act wherein, the Company will contribute towards ESIC at the statutory rate. Your contribution and the Company's contribution form a part of the above-mentioned compensation.
 4. Performance Bonus (Variable Pay) - You will be eligible to participate in the Company's Performance Bonus as per the Company policy.

NOTE:

- a.) All statutory payments are demonstrated based on current applicable practice and law and may be subject to changes based on changes in law from time to time. Further, any changes/modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate communication, about any changes/modification to statutory payment.
 - b.) The Performance Bonus referred above may include any statutory bonus mandated by applicable law.
5. Special Incentive- You will be given (Rs.6,250.00 per month) 'post training incentive' after completion of 6 months from the date of joining the organization subject to successful completion of fresher training (as detailed in section H - conditions to hire). This component will appear as special Incentive in your pay slip.

- E.) As an employee of the Company, you shall be entitled to the following benefits subject to any change made by the Company from time to time:
1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
 2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
 3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
 4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
 5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

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

F.) Probationary Period:

1. You will be on probation for a period of **six months** from your date of joining the Company and continuity of your employment with the Company is dependent on confirmation of your employment. The Company reserves the right to revise the probation period depending on your performance and/or other consideration.

2. At any time during your probation period the Company may confirm your employment by way of a written communication, if your performance is found to be satisfactory. Your probation shall be deemed extended, for a period not exceeding 30 days, in a situation where you do not receive the aforesaid written communication from the Company.

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

H.) Conditions of hire:

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

- a. You will submit relevant documents as mandated by the Company;
- b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company;
- c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless you must submit a clear discharge and/or relieving letter within fifteen (15) days of joining the Company;
- d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
- e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
- f. You provide two satisfactory references, one being from your most recent employer (prior to joining Capgemini);
- g. Your background verification check (including address, academics, employment, criminal etc as applicable) conducted by the Company is cleared; and
- h. You represent that you have not been involved in any fraud, unethical and/or immoral acts, departmental inquiry in your previous employment(s) and/or been part of any pending investigation (whether judicial, quasi-judicial or otherwise) which you have not disclosed from the Company prior to your joining.
- i. Your employment shall be subjected to the below-mentioned additional terms and conditions
 - a. You should clear the final degree examination and submit your degree marks sheet and/or certificate, as a proof of passing. In the event you fail to clear the final examination in the first attempt or fail to submit the proof of the same by **30-Sep-2017**, our Offer shall stand automatically revoked or otherwise your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - b. You will be required to clear the mandatory Entry Level Certification Training Test of the Company in the first attempt. The details of the mandatory certification and the test will be communicated to you upon your joining the Company. If you do not successfully clear such test, your employment with the Company shall cease immediately without any further obligation or liability upon the Company.
 - c. As a condition of your employment with the Company, you will be required to undergo certain specialized training, certification and/or skill up gradation, at the cost, resource and expense of the Company. In consideration thereof, you shall be required to sign a training agreement or service agreement with the Company, and inter alia provide a commitment to

work for the Company for 24 months, failing which there would be certain monetary liabilities that you would need to bear. Prior to acceptance of our Offer, you may request HR Department for more details in this respect including draft of such an agreement, for your review.

You fill the complete Back ground verification link given along with the welcome mail of the offer

- j. You have achieved minimum 60% aggregate in all semesters of your graduation.
 - k. You submit the following mandatory documents before the date of joining.
 - 1. Highest Degree/Provisional Certificate and Final year Mark sheet
 - 2. In case you do not have the Education documents on the Day of joining, you should submit the same to the HR not later than 3 months from Date of Joining.
 - l. You will join our Fresher training and for successful completion of training you will be evaluated upon defined parameters and will be required to score a minimum percentage. Details pertaining to fresher training will be provided to you separately at the time of on-boarding.
 - m. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.
- I) Your employment with the Company will also be governed by the terms and conditions of employment contained in **Exhibit 1** attached hereto.
- J) The Company's address for sending notice in relation to your employment is as below:
- Kind Attn: Head - Human Resources
Address: Capgemini Technology Services India Limited,
Capgemini Knowledge Park, IT 3 IT 4, SEZ, 400 708,
Thane-Belapur Rd, TTC Industrial Area,
Airoli, Navi Mumbai, Maharashtra 400708
Email: hremployeeservices.in@capgemini.com

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

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

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

For Capgemini Technology Services India Limited



Jaideep Chavan
Head - Talent Acquisition & Resourcing

Acceptance

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

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

Name: BHARGAVA S
Date: 4/27/2017

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

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

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

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

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

2. DUTIES AND RESPONSIBILITIES:

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

3. COMPENSATION:

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

4. TRAINING:

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

5. COVENANTS AND REPRESENTATIONS:

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

- a.) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company;
- b.) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates;
- c.) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d.) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

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

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

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

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

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

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

writing about such change.

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

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

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

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

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

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

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

5.15 You hereby represent to the Company that:

- a.) you are legally permitted to reside and be employed in India;
- b.) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same;
- c.) you have accepted these terms and conditions only after having had the opportunity to seek clarifications;

- d.) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you;
- e.) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f.) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

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

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

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

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

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you;
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent;
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care;
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information;
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you;
- f) not share such Confidential Information with any third party (specifically those person who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company);
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company;
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

6.5 All such Confidential Information shall remain the sole and exclusive property of the Company, and no license, interest or rights (including, without limitation, any intellectual property rights) to such Confidential Information, or any copy, portion or embodiment thereof, is granted or implied to be granted. Nothing in this Letter

shall limit in any way the Company's right to develop, use, license, create derivative works of, or otherwise exploit its own Confidential Information.

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

- a) was in your possession before receiving the same from the Company pursuant to this Letter;
- b) is or becomes a matter of public knowledge through no fault of yours; or
- c) is rightfully received by you from a third party without a duty of confidentiality.

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

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

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

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

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

7. INTELLECTUAL PROPERTY:

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

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

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

patentable or registrable under copyright, trademark or similar statutes or subject to analogous protection) (collectively '**Developments**') that:

- a) relates to the business of the Company (or its affiliate), or to its customers or suppliers, or to any of the products or services being developed, manufactured, sold or provided by the Company (or any of its affiliate) or which may be used in relation therewith;
- b) results from tasks assigned to you by the Company; or
- c) results from the use of premises or personal property (whether tangible or intangible) loaned, eased or contracted for by the Company or its affiliate,

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

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

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

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

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

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

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

8. CONFLICT OF INTEREST:

8.1 During your employment, you will not, directly or indirectly, whether alone or as a partner joint venture, officer, director, employee, consultant, agent, independent contractor or stockholder of any company, business or other commercial enterprise: (i) engage in any business activity similar in nature to any business conducted or

planned by the Company, or (ii) compete in any way with products or services being developed, marketed, distributed or otherwise provided by the Company.

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

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

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

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

9. RETIREMENT/TERMINATION:

a.) Retirement

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

b.) Notice Period/Termination

- (i) During the probation period, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you two months' written notice or payment of gross salary in lieu thereof.
Upon confirmation, your employment with the Company may be terminated (i) by you, upon giving the Company three months' written notice or at the Company's discretion, payment of gross salary in lieu of notice or (ii) by the Company, upon giving you three months' written notice or payment of gross salary in lieu thereof.
- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labour laws and/or in the Company policies.
- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no

- obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.
- c.) Effects of Cessation of Employment
- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

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

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

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

11. MISCELLANEOUS:

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

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

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

Letter shall remain valid and enforceable.

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

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

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

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

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

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

This Letter shall be governed and interpreted in accordance to the laws of India and the courts at Mumbai only shall have exclusive jurisdiction.

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

CONSENT LETTER
For use of Personal Information & Sensitive Personal Data or Information

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

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

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

Name:

Date:



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

29 November, 2018

Mr C HARISH

Dear HARISH ,

Subject: Offer letter

With reference to your application and the subsequent interview you had with us, we are pleased to make this offer to you on a fixed term contract in "EY Global Delivery Services India LLP "(the " Firm") subject to the following terms and conditions:

1. CONTRACT PERIOD AND POSITION:

The period of contract is fixed for a period of 3 months starting from 06 January, 2020 and ends on 03 April, 2020.You will be offered the position of Intern in the Firm. 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.

2. DUTIES :

You will perform duties and services as required in relation to the affairs of the Firm as may be assigned to you from time to time. During the term of your contract with the Firm, you shall (a) faithfully and diligently perform your duties, (b) use your best endeavours to promote the business interest of the Firm, (c) devote your full time, attention and efforts to serve the Firm, and (d) not directly or indirectly engage or be interested in any activity, which competes with the Firm or conflicts with your duties to the Firm.

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 you will report to the Firm on **06 January, 2019**at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .Please note that your work location may be different based on the service line you are joining.

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751) converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity No. AAL – 2743) effective 30 November, 2017 Regd.Office: 3rd floor, Tower 'C', RMZ Infinity, Old Madras Road, Benniganahalli, K R Puram Bangalore - 560016, India



5. COMPENSATION AND DETAILS:

You shall be paid a fixed compensation of INR 21,000/- per month. The compensation will be subject to applicable taxes and will be paid to you after deduction of income tax and other applicable taxes at source. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of the compensation you receive from the Firm. Please refer to Annexure B for your detailed compensation package.

6. TRANSFERABILITY :

Your initial place of posting shall be at SEZ Unit located at **Garnet building, Bagmane World Technology Center - SEZ, Bangalore** . However, your services are transferable and you may be assigned/transferred in India or outside India to serve the Firm in any of its existing or future offices or any of its group companies or associates.

EY pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by EY on a worldwide basis.

7. CONFIDENTIALITY :

You shall keep and maintain strict confidentiality of all information and data that may come to your possession or knowledge by virtue of this engagement and shall not disclose or divulge any such information or data, without prior written consent of an authorised officer of the Firm, except as required in normal course of the work. You shall at all times, whether during or after the termination of your engagement, 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 how so ever. 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, for your own benefit or for the benefit of any third party, either during the term of this engagement or thereafter. Upon termination of this engagement, you will immediately return and surrender to the Firm, all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases entrusted to you in the course of the contract and shall not retain any copy thereof in any form whatsoever. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

8. INTELLECTUAL PROPERTY :

All intellectual property rights in any work or material developed by you during the course of this engagement shall belong to and be the property of the Firm. You shall assign and transfer in favour of the Firm all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Firm may require, to effectually vesting in the Firm any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual properties or rights of any other parties.

9. LEAVE :

You will be entitled to leaves 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.



10. PROVIDENT FUND:

You will participate in the Firm's Provident Fund as may be applicable in the Firm.

11. NOTICE PERIOD; TERMINATION :

- a. The contract can be terminated either by the Firm or by you, by giving the required notice of one month, in writing to the other party, without assigning any reasons thereof. The Firm reserves the right to pay or recover gross compensation as applicable, in lieu of the notice period. However, the Firm retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, misconduct, fraud or misappropriation of funds or breach of any terms of service or Firm.
- b. If termination is initiated by you, the Firm may, at its discretion, relieve you at a date it may deem fit, even before expiration of the notice period, without any liability to compensate you for the remaining notice period.
- c. 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 or forfeit your dues.
- d. The Firm may also 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 (to be completed within 30 days of date on which the said allegation has been first notified to your reporting manager save and except delayed due to events beyond control) 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.
- e. We also expect that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your service 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.

12. 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, you will be liable to be discharged from the services of the Firm, without any notice or compensation.

13. 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.

14. DUAL EMPLOYMENT :

You will be in the exclusive service of the Firm. You will not be entitled to accept directly or indirectly any part time or full time job or transact any business of any kind whatsoever during the course of your contract with the Firm.



15. EMPLOYMENT VERIFICATION :

Your qualifications and contract 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.

16. 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. 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 without any notice or compensation.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this letter and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified

Signed by : SHANTHARAM MOUBILISHETTY
Date : 29/Nov/2019 20:15:43
Location : Bangalore
Reason : 

Authorized Signatory

I hereby accept the offer and terms and conditions of contract set forth above.

Signed: _____ Date: _____

Name: _____

Dear **HARISH**,

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	2 passport size photographs (the background of the photographs should be white)	
2	Photocopy of the Permanent Account Number (PAN) - submission of PAN detail is mandatory.	
3	Passport / Voters ID / Ration Card / Driving License (Photocopy any one of these)	
4	Photo Copy of the Aadhar card- Submission of Aadhaar details and photocopy is mandatory to remit Provident Fund contributions.	
5	Photocopies of 10th, 12th / PUC, Graduation, Post-graduation - marks cards of all years/semesters have to be submitted, (If awaiting results please submit all previous semester mark sheets, along with a copy of your last semester result print out from the internet or college result sheet)	
6	Experience certificate / relieving letter of your last employer, if applicable. Resignation acceptance letter will be accepted; however within 30 days of joining the relieving letter should be submitted.	
SN	Keep the below mentioned details handy (no proofs/documents required)	
1	For medical insurance - you will need to fill the following details, depending on your status as mentioned below:	
a	If unmarried - father and mother's date of birth.	
b	If married - date of birth of 2 dependent parents or parents - in - law (combination of parents and in - laws not allowed), spouse and children	
2	You should be aware of your blood group	
3	Name, address and telephone number of two references - excluding relatives. Employees with prior work experience - one of the ref has to be from the previous organization).	



Annexure B

Name	C HARISH		
Rank	5	Service Line: CT Managed Services Platform	
Contract Period	From	To	
	06 January, 2020	03 April, 2020	

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	8,400	1,00,800
House Rent Allowance (HRA)	4,200	50,400
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Other allowance including flexible	1,909	22,912
Employer's ESI contribution	871	10,448
Employer's Provident Fund (PF) contribution	1,800	21,600
Total Cost to Firm (CTC)	21,000	2,52,000

Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 100000	Floater cover for self. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal.



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

29 November, 2018

Mr D PRAVEEN

Dear **PRAVEEN** ,

Subject: Offer letter

With reference to your application and the subsequent interview you had with us, we are pleased to make this offer to you on a fixed term contract in "EY Global Delivery Services India LLP "(the " Firm") subject to the following terms and conditions:

1. CONTRACT PERIOD AND POSITION:

The period of contract is fixed for a period of 3 months starting from 06 January, 2020 and ends on 03 April, 2020.You will be offered the position of Intern in the Firm. 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.

2. DUTIES :

You will perform duties and services as required in relation to the affairs of the Firm as may be assigned to you from time to time. During the term of your contract with the Firm, you shall (a) faithfully and diligently perform your duties, (b) use your best endeavours to promote the business interest of the Firm, (c) devote your full time, attention and efforts to serve the Firm, and (d) not directly or indirectly engage or be interested in any activity, which competes with the Firm or conflicts with your duties to the Firm.

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 you will report to the Firm on **06 January, 2019**at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .Please note that your work location may be different based on the service line you are joining.

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751) converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity No. AAL – 2743) effective 30 November, 2017 Regd.Office: 3rd floor, Tower 'C', RMZ Infinity, Old Madras Road, Benniganahalli, K R Puram Bangalore - 560016, India



5. COMPENSATION AND DETAILS:

You shall be paid a fixed compensation of INR 21,000/- per month. The compensation will be subject to applicable taxes and will be paid to you after deduction of income tax and other applicable taxes at source. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of the compensation you receive from the Firm. Please refer to Annexure B for your detailed compensation package.

6. TRANSFERABILITY :

Your initial place of posting shall be at SEZ Unit located at **Garnet building, Bagmane World Technology Center - SEZ, Bangalore** . However, your services are transferable and you may be assigned/transferred in India or outside India to serve the Firm in any of its existing or future offices or any of its group companies or associates.

EY pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by EY on a worldwide basis.

7. CONFIDENTIALITY :

You shall keep and maintain strict confidentiality of all information and data that may come to your possession or knowledge by virtue of this engagement and shall not disclose or divulge any such information or data, without prior written consent of an authorised officer of the Firm, except as required in normal course of the work. You shall at all times, whether during or after the termination of your engagement, 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 how so ever. 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, for your own benefit or for the benefit of any third party, either during the term of this engagement or thereafter. Upon termination of this engagement, you will immediately return and surrender to the Firm, all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases entrusted to you in the course of the contract and shall not retain any copy thereof in any form whatsoever. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

8. INTELLECTUAL PROPERTY :

All intellectual property rights in any work or material developed by you during the course of this engagement shall belong to and be the property of the Firm. You shall assign and transfer in favour of the Firm all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Firm may require, to effectually vesting in the Firm any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual properties or rights of any other parties.

9. LEAVE :

You will be entitled to leaves 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.



10. PROVIDENT FUND:

You will participate in the Firm's Provident Fund as may be applicable in the Firm.

11. NOTICE PERIOD; TERMINATION :

- a. The contract can be terminated either by the Firm or by you, by giving the required notice of one month, in writing to the other party, without assigning any reasons thereof. The Firm reserves the right to pay or recover gross compensation as applicable, in lieu of the notice period. However, the Firm retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, misconduct, fraud or misappropriation of funds or breach of any terms of service or Firm.
- b. If termination is initiated by you, the Firm may, at its discretion, relieve you at a date it may deem fit, even before expiration of the notice period, without any liability to compensate you for the remaining notice period.
- c. 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 or forfeit your dues.
- d. The Firm may also 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 (to be completed within 30 days of date on which the said allegation has been first notified to your reporting manager save and except delayed due to events beyond control) 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.
- e. We also expect that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your service 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.

12. 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, you will be liable to be discharged from the services of the Firm, without any notice or compensation.

13. 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.

14. DUAL EMPLOYMENT :

You will be in the exclusive service of the Firm. You will not be entitled to accept directly or indirectly any part time or full time job or transact any business of any kind whatsoever during the course of your contract with the Firm.



15. EMPLOYMENT VERIFICATION :

Your qualifications and contract 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.

16. 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. 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 without any notice or compensation.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this letter and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified

Signed by : SHANTHARAM MOUBBILISHETTY
Date : 29/Nov/2019 20:15:43
Location : Bangalore
Reason : 

Authorized Signatory

I hereby accept the offer and terms and conditions of contract set forth above.

Signed: _____ Date: _____

Name: _____

Dear PRAVEEN,

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	2 passport size photographs (the background of the photographs should be white)	
2	Photocopy of the Permanent Account Number (PAN) - submission of PAN detail is mandatory.	
3	Passport / Voters ID / Ration Card / Driving License (Photocopy any one of these)	
4	Photo Copy of the Aadhar card- Submission of Aadhaar details and photocopy is mandatory to remit Provident Fund contributions.	
5	Photocopies of 10th, 12th / PUC, Graduation, Post-graduation - marks cards of all years/semesters have to be submitted, (If awaiting results please submit all previous semester mark sheets, along with a copy of your last semester result print out from the internet or college result sheet)	
6	Experience certificate / relieving letter of your last employer, if applicable. Resignation acceptance letter will be accepted; however within 30 days of joining the relieving letter should be submitted.	
SN	Keep the below mentioned details handy (no proofs/documents required)	
1	For medical insurance - you will need to fill the following details, depending on your status as mentioned below:	
a	If unmarried - father and mother's date of birth.	
b	If married - date of birth of 2 dependent parents or parents - in - law (combination of parents and in - laws not allowed), spouse and children	
2	You should be aware of your blood group	
3	Name, address and telephone number of two references - excluding relatives. Employees with prior work experience - one of the ref has to be from the previous organization).	



Annexure B

Name	NAVEEN		
Rank	5	Service Line: CT Managed Services Platform	
Contract Period	From	To	
	06 January, 2020	03 April, 2020	

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	8,400	1,00,800
House Rent Allowance (HRA)	4,200	50,400
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Other allowance including flexible	1,909	22,912
Employer's ESI contribution	871	10,448
Employer's Provident Fund (PF) contribution	1,800	21,600
Total Cost to Firm (CTC)	21,000	2,52,000

Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 100000	Floater cover for self. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal.

25th May 2017

Mr K DINESH

Dear DINESH,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

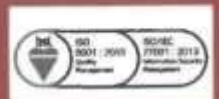
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

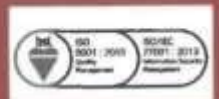
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA



April 3, 2017

Dear B.HANUMANTHU
B.Tech, Electrical and electronics engineering
Siddharth Institute of Engineering and Technology.

Address: Ascendas Phase 1, 4th Floor,
Pinnacle Building, International Tech
Park, Taramani Road, Taramani,
Chennai, Tamil Nadu 600113.

Candidate ID: 7881509

In further Continuation to our discussions, we are pleased to offer you the role of **Junior Analyst Trainee** in Amara Raja Pvt. Ltd, Hyderabad.

During your probation period of 24 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 66000**. This includes incentive indication of Rs.10, 000 as well as adaptive contribution of Rs.12000 towards benefits such as Medical, Accident, Life Insurance.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.amararaja.com

Yours Sincerely

For Amara Raja Group of Companies Pvt. Ltd.,

A handwritten signature in black ink, appearing to read "M. Vaidya", with a horizontal line underneath it.

HR Manager

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

Signature:

Date:



RefNo:8KM/IR-SD/14122016

14th December,2016

To

Hari Haran B,

Dear Hari Haran B,

Congratulations! Further to your application for employment with 8K Miles Software Services Ltd, here in referred to as "Company", and the subsequent selection process, we express our intent to offer you the Role of "Associate - Cloud".

The location of reporting and training will be Chennai, India. The date of your joining will on or before 18th December, 2016

Your Total Gross Salary as applicable has been detailed in the Annexure B to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with 8k Miles as per the attachment to this letter. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The duration of the training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

Your employment will be governed by the rules, regulations and policies of the Company, which may be subject to changes from time to time.

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

This indent to offer letter is the final agreement between employee and 8K Miles and supersedes all other discussions done orally or through email.

If there is no response from your side within 5 working days the offer becomes invalid.

Welcome to 8k Miles. We wish you along, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,

For8KMiles Software Services Ltd.

R. S. Ramani

Director

Encl.: Annexure A,B,C,D to the indent to offer (as applicable to you).

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

Place: _____

Employee FullName: _____

Date: _____

EmployeeSignature: _____

Annexure A

Annexure to your Indent to offer of Employment as “Associate - Cloud”

Welcome to 8k Miles!

Presented here are the details that refer 8KM/IR-SD/14122017 to our indent to offer of employment to you in the role of “Associate - Cloud”. This is to be read in conjunction with your indent to offer of employment dated 18th December,2017. 8k Miles has a broad-banded, Role and competency based structure.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the training would be purely based on business requirements and determined by immediate Manager. Based on business requirement, period of training can be extended. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the training.

2. Probationary Period and Confirmation as a PermanentEmployee:

You will be on probation for a period of 6 months from the date of joining and allocation to the SBU. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the performance as discussed and agreed with you immediate Manager and on your positive contribution to Company’s Business Objectives.

3. Leave:

During Probation: There would be only one type of leave, which is CL & SL. The eligibility for the same is 1 day (CL&SL) per month and is credited on a monthly basis.

On Confirmation: On confirmation of the service of the employee, the employee is eligible for the following leaves PL: Privilege

leave Credited at the rate of 1 day per month from the date of confirmation

SL&CL: Sick and casual leave credited at the rate of 1 day per month

Please refer the hand book for detailed leave eligibility and rules.

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

A detailed Performance objective statement (KRA's) will be shared to you by your immediate Manager at the time of you getting assigned to the SBU. There will be quarterly performance reviews by your Manager, who will appraise you about your performance and growth / improvement areas which will be held in the month of June, Sep, and Dec. The annual performance appraisal will be conducted in the month of March. Salary increase will be based on a) individual Performance; b) growth of the SBU; c) growth of the company.

5. Notice Period:

During Probation: If your performance is found to be unsatisfactory / below par or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with 15 days notice.

On Confirmation: Upon confirmation as a regular employee, you will be required to give two months' notice in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only on the completion of the assignment but not later than the notice period.

Similarly, the Company can terminate your services by giving you two months' notice or salary thereof.

The Company may terminate your services immediately on disciplinary grounds and you will not be eligible for any terminal benefits in such cases.

HRD/3T/11-12/NIOT-168

May 5, 2017

Ms. HIMAJA A

Dear HIMAJA A,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **June 17, 2017**

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

**Annexure to your Offer of Employment [HRD/3T/11-12/NIOT-168] as Systems Engineer /
Systems Engineer - Trainee**

Welcome to Infosys!

Presented here are the details that refer to our offer of employment to you in the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**. This is to be read in conjunction with your offer of employment dated May 5, 2011.

Infosys has a broad-banded, Role and competency based structure and all Roles are mapped on to 9 Job Levels.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the classroom training would be purely based on business requirements. Your confirmation will be based on your positive contribution to the Company's objectives. Based on business requirement, period of training 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 training.

You will be eligible for a Training Performance - linked Incentive (TPI) which would range from 10% to 15% of the Fixed Gross Salary, based on your performance in the training program that you would undergo. The details of this scheme will be communicated on your joining.

2. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company. Further details are enclosed in the Information Sheet.

3. Earned Leave:

There would be only one type of leave, which is Earned Leave. During the 1st and 2nd year (including probationary period as well as) of service, you would be eligible for 15 working days of leave per annum. The leave eligibility shall begin in the respective quarter of your joining the Company. For example: If an employee joins the Company in quarter three of the financial year 2011 - 2012, his / her leave eligibility would start in quarter three of the financial year 2011 - 2012. For the purpose of leave credit quarter three of the financial year 2011 - 2012 will be considered as the first quarter. Please note that leave shall be credited on a pro-rated basis in the first quarter of the employee's employment.

On completion of 2 years in service, you shall be eligible for 20 working days leave per annum which would be credited to the employee on a quarterly basis. You would be eligible for the additional leave from the 3rd year onwards from the quarter succeeding the quarter in which you would be completing 2 years with the Company from the date of joining. The table below is indicative or based on the assumption that the employee joins on the first day of a quarter.

Na-

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
During probationary period	4	4	4	3	15
1st & 2nd year of service	4	4	4	3	15
3rd year onwards	5	5	5	5	20

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

Post completion of your training, your monthly Total Gross Salary will be a maximum of **Rs. 27,084** as applicable to you and has been detailed in the Compensation Details sheet (Annexure I). This salary will be effective from the 1st day of the month succeeding completion of training and allocation to the Unit.

During the period of your training, your monthly Total Gross Salary will be **Rs. 22,500** as applicable to you has been detailed in the Compensation Details sheet (Annexure II).

5. 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 as a regular employee, you will be required to give three month's notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the three month's notice period. Similarly, the Company can terminate your services by giving you three month's notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

6. Agreement:

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

7. Transfer:

Your services can be transferred to any of our Units / Departments situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

8. Health Insurance Plan: Group Health Insurance Scheme (FY 2011 - 2012):

You will be covered under the Group Health Insurance Scheme, which has various options. By default, you will be covered under the Standard Plan until you exercise your option under the scheme. Standard Plan provides you and your family including your spouse and two children up to the age of 22 years with a cover of Rs. 2,50,000 per annum. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Nandh

This Scheme helps you to enhance the coverage with various other participatory optional health insurance plans (Gold Plan & Silver Plan) by making a payment towards the subsidized premium for which you can claim tax rebates.

9. Group Life Insurance Scheme:

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust that provides you with a total life insurance cover of Rs. 40,00,000 of which Rs. 25,00,000 is covered towards natural death, and additional Rs. 15,00,000 towards an accidental death. All Infosys employees become member of Infosys Welfare Trust, by one-time payment of Rs. 250 and fixed monthly contribution of Rs. 150.

10. 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 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.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

11. 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 or 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.

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

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 programme 2010 - 2011. 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.

Nav

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

In Infosys, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you.

You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company's policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non Compete Agreement" (Annexure III).

Welcome to the Infosys family.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Miss.HIMAJA A			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC				7,730
FIXED DEARNESS ALLOWANCE (FDA)				1,100
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)				11,470
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)				1,678
MONTHLY GROSS SALARY				21,978
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)				88
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)				1,060
GRATUITY - 4.81% of (Basic + FDA)				425
FIXED GROSS SALARY (FGS) (1+2+3)				23,551
4. INCENTIVE COMPONENTS				
		At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		3,533	2,944	2,355
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)				27,084
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)				26,495
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)				25,906
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nava

Annexure II (Compensation during the Training Period)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME		Miss.HIMAJA A		
ROLE / ROLE DESIGNATION		Systems Engineer / Systems Engineer - Trainee		
1. MONTHLY COMPONENTS				
BASIC		6,420		
DEARNESS ALLOWANCE (DA)		1,100		
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)		9,277		
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + DA)) being paid out on a monthly basis)		1,429		
MONTHLY GROSS SALARY		18,226		
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)		75		
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + DA)		902		
GRATUITY - 4.81% of (Basic + DA)		362		
FIXED GROSS SALARY (FGS) (1+2+3)		19,565		
5. INCENTIVE COMPONENTS				
		At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		2,935	2,446	1,957
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)		22,500		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)		22,011		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)		21,522		
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nana

Annexure III (Non Compete Agreement)

I, _____ do hereby acknowledge and confirm the following:-

(1) I am accepting employment with Infosys Technologies Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Technologies Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purposes of this Non Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place:

Employee Signature:

Date:

Employee Name :

Acknowledged by Infosys Technologies Limited:

INFORMATION SHEET

1. Probationary Period and Confirmation as a Permanent Employee

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company.

You would also be required to complete the STAR (Savvy, Team working, Articulate and Responsible) certification program two months prior to the first due date of confirmation. For more details on STAR certification, you are requested to contact your respective batch owners or the Infosys Leadership Institute (ILI) representatives at the training / posting location.

In addition to the performance during the training period, you are required to have all the documents as mentioned below, uploaded & approved in the e-docket application 15 days prior to the due date of confirmation. If you do not complete the e-docket on or before this date, then the confirmation would be postponed by three months from the initial due date of confirmation and you would be confirmed on the 1st day of the subsequent month only. The period of probation can be extended by 3 months per instance of non - completion for up to four times (up to a maximum of one year). Copies of the following will constitute the required documents:

- a) Class 10 (or equivalent) Marks Sheet (s)
- b) Class 12 (or equivalent) Marks Sheet (s)
- c) Graduation Marks Sheet (s)
- d) Final Graduation Degree Certificate
- e) Post Graduation Marks Sheet (s) (if applicable)
- f) Diploma Certificate (if applicable)
- g) Prior Experience Certificate (s) (if applicable)
- h) Passport
- i) National Skills Registry (employees are required to sign the document at the time of joining and the upload of the same will done by the HRD - C&B team)
- j) PAN Card (“Under Income Tax laws, disclosure of your Permanent Account Number (PAN) to Infosys Technologies Limited is mandatory. Please disclose your PAN to Infosys on or 30 days before the day of joining and note that disclosure of PAN is a pre-condition for your confirmation into the system”).

You are required to complete your e-docket within 6 months from the initial due date of confirmation beyond which your services with the Company may be terminated.

2. Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia / Bonus payout which would be calculated at 20% of the sum of the Basic Salary and Dearness Allowance as mentioned in the Compensation Details sheet of this letter. The mode of payment for Financial Year 2010 - 2011 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 after adjusting the advance (95%) paid out on a monthly basis. The mode of payment for each Financial Year will be determined at the beginning of the same.

Illustration:

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

3. Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, Medical Allowance, Transport Allowance, Children's Education Allowance and Miscellaneous Allowance.

You can split the BOA under the above-mentioned components according to your preferences and tax plans. You would be eligible for tax exemptions under the different components as per the rules determined by the Income Tax Authorities.

4. Passport & Driving License

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

5. Date of Joining Extension

As per the Company policy, only one extension in Date of Joining would be granted based on medical exigencies. The extension date would be given within the validity period of 6 months from the initial date of joining. Please note that any request for extension must be supported with documentary evidence (Medical records and certificate) . All the requests are to be sent to offer_extension@infosys.com. The Company will review the case based on the documents provided 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.

6. National Skills Registry Policy (NSR)

Infosys 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 all the people working in our industry on a web -enabled database and uniquely identify each industry person based on bio-metrics. In case you have not registered your self with National Skills Registry, you would be required to do so prior to your joining Infosys Technologies Ltd. The cost of your registration with National Skills Registry will have to be borne by you. You would be required to register with the National Skills Registry irrespective of whether you are in a technical role or a business enabling role”. For more information on national skills registry for registration, please visit www.nationalskillsregistry.com. This kit contains the document on steps/procedures for NSR registration.

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Infosys and applicable legal agencies and may change from time to time without prior notice. Latest details and specifics of each plan are available with the Human Resources Department.



Mar 20,2017

Siddharth Institute of Engg & Tech
Puttur - 517583

Dear KISHORE.A ,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as Jr. Engineer - GBS Engineering in Grade 23. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on Mar 27,2017 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, R M Z Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai - 96.

Your total cost to the company will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to Vijaikrishnan S, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

ANNEXURE 1



Name: Srivasta.k

Designation: Jr. Engineer - GBS Engineering

Grade: 23

Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	
	Education Allowance	2,400	
	Conveyance	19,200	
	Special Allowance *	70,769	Taxable Component
	Other Allowance*	0	Taxable Component
	Cash Pay	2,11,814	
	Retirals		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	CTC	2,33,054	
D	Target Bonus**	16,946	
	Total Target Cash	2,50,000	

Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts	Rs. 4,500/- voucher	Annually
Meal Vouchers	Rs. 26,400/-	Monthly(Vouchers to be distributed once in a quarter)

(*) - You can also avail the above Meal Vouchers and Gifts as coupons. Please note that this is not an additional component, it will be deducted from Special Allowance/Other Allowance. If coupons are availed, then the cash portion of your salary will reduce to extent of coupons chosen and PF contribution may change as per government regulations.

(**) - You will be eligible for the quarterly variable bonus scheme and the payout target will be a percentage of your quarterly gross salary. Actual payout will be determined on the basis of Flex Worldwide/Site performance announced by corporate. Please note that to be eligible for the quarterly bonus you must be actively employed by the Company for at least fifty percent of the applicable fiscal quarter. The bonus award payment will be pro-rated to reflect the number of days actively at work during the quarter, provided, that you have worked at least fifty percent of the fiscal quarter.



In addition, there is a

- Hospitalization coverage for self and dependent's up to Rs.4,00,000/- per annum. (with 10% co-pay for dependent parents limiting upto Rs.2.5 lakhs)
- Personal Insurance Cover of Rs.10,00,000/-
- Transport facility provided for all shifts. Transport Deduction for day shift employees only who log in at 8.00 AM & 11.00 AM.
 - a. Grade 21 - Rs. 500/month
 - b. Grade 22/23 - Rs.600/month.
 - c. Grade 24/25/26 - Rs.1200/month.
 - d. Grades 27 & above - Rs. 2000/month.
- Employees, who work in the night shifts, on working days, i.e. finish work between 12:00 Midnight and 7:30 AM, are eligible for night shift allowance for every working night.
 - a. Grade 21 to Grade 25 - Rs. 300
 - b. Grade 26 to Grade 28 - Rs. 500

Data Privacy & Protection

Flex has in place Binding Corporate Rules throughout its Global Footprint as an organisation. These rules are seen by Regulators as the highest Standard of Data Protection available to any company. With these BCR's in place Flex meets the necessary criteria to hold and manage Personal data include the transfer of personal data transnationally within the Flex Organisation.

Personal data (including sensitive data) relating to you which has been or is in the future obtained by the Company may be held and processed by the Company or any associated company either by computer or manually for any purpose relating to the administration, management and operation of your employment, (including payment of wages and maintenance of attendance, performance and conduct records) or in relation to the Company's legal obligations or business needs.

25th May 2017

Mr A KISHORE

Dear KISHORE,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM.**
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

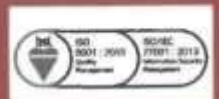
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

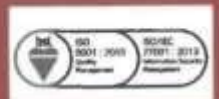
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA

Mar 20,2017



Siddharth Institute of Engg & Tech
Puttur - 517583

Dear KODAKALA NAVEEN KUMAR ,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as Jr. Engineer - GBS Engineering in Grade 23. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on Mar 27,2017 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, R M Z Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai - 96.

Your total cost to the company will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to Vijaikrishnan S, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

A handwritten signature in black ink, appearing to read "Abraham Joseph", written over a light blue horizontal line.

ANNEXURE 1



Name: KODAKALA NAVEEN KUMAR
 Designation: Jr. Engineer - GBS Engineering
 Grade: 23
 Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	
	Education Allowance	2,400	
	Conveyance	19,200	
	Special Allowance *	70,769	Taxable Component
	Other Allowance*	0	Taxable Component
	Cash Pay	2,11,814	
	Retirals		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	CTC	2,33,054	
D	Target Bonus**	16,946	
	Total Target Cash	2,50,000	

Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts	Rs. 4,500/- voucher	Annually
Meal Vouchers	Rs. 26,400/-	Monthly(Vouchers to be distributed once in a quarter)

(*) - You can also avail the above Meal Vouchers and Gifts as coupons. Please note that this is not an additional component, it will be deducted from Special Allowance/Other Allowance. If coupons are availed, then the cash portion of your salary will reduce to extent of coupons chosen and PF contribution may change as per government regulations.

(**) - You will be eligible for the quarterly variable bonus scheme and the payout target will be a percentage of your quarterly gross salary. Actual payout will be determined on the basis of Flex Worldwide/Site performance announced by corporate. Please note that to be eligible for the quarterly bonus you must be actively employed by the Company for at least fifty percent of the applicable fiscal quarter. The bonus award payment will be pro-rated to reflect the number of days actively at work during the quarter, provided, that you have worked at least fifty percent of the fiscal quarter.



In addition, there is a

- Hospitalization coverage for self and dependent's up to Rs.4,00,000/- per annum. (with 10% co-pay for dependent parents limiting upto Rs.2.5 lakhs)
- Personal Insurance Cover of Rs.10,00,000/-
- Transport facility provided for all shifts. Transport Deduction for day shift employees only who log in at 8.00 AM & 11.00 AM.
 - a. Grade 21 - Rs. 500/month
 - b. Grade 22/23 - Rs.600/month.
 - c. Grade 24/25/26 - Rs.1200/month.
 - d. Grades 27 & above - Rs. 2000/month.
- Employees, who work in the night shifts, on working days, i.e. finish work between 12:00 Midnight and 7:30 AM, are eligible for night shift allowance for every working night.
 - a. Grade 21 to Grade 25 - Rs. 300
 - b. Grade 26 to Grade 28 - Rs. 500

Data Privacy & Protection

Flex has in place Binding Corporate Rules throughout its Global Footprint as an organisation. These rules are seen by Regulators as the highest Standard of Data Protection available to any company. With these BCR's in place Flex meets the necessary criteria to hold and manage Personal data include the transfer of personal data transnationally within the Flex Organisation.

Personal data (including sensitive data) relating to you which has been or is in the future obtained by the Company may be held and processed by the Company or any associated company either by computer or manually for any purpose relating to the administration, management and operation of your employment, (including payment of wages and maintenance of attendance, performance and conduct records) or in relation to the Company's legal obligations or business needs.



Strictly Private and Confidential

23-May-2017

LAVANYA.R

Dear LAVANYA R ,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY18 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY18 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Based on a mutual agreement between the Company and your college/institution, you would be mandated to undergo one or all of the following training programs aimed at imparting effective work skills in order to provide a head start into the industry:

- Head Start Internship Program (herein after referred to as “HSIP”) or
- Head Start Foundation Program (hereinafter referred to as “HSFP”)

Please refer to Annexure – III & IV for more details on the above mentioned programs and its requirements.

In addition to HSIP/HSFP, Upon joining the Company, an Accenture specific training program will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear as per the standard process and applicable cut-offs communicated to you. You are required to score minimum 60% marks in each test and an overall aggregate of minimum 65% to qualify the Accenture specific training program. If you are unable to complete the Accenture specific training program successfully, your services with the Company may be terminated.

Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 14 months from the date of joining the Company, the Service Agreement amount of Rs. 75,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and the Terms of Employment, with your signature on each page. Further, at the time of joining you are required to provide all documentation identified in Annexure - II.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year, with an aggregate of 60% or more.

This offer is also contingent upon us working together to determine an appropriate start date for your employment which will be communicated to you at a later date.

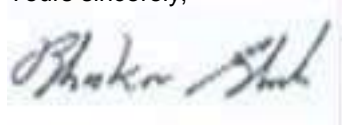
In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable 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.

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. In the meantime, please do not hesitate to contact us at campus.queries@accenture.com should you have anything you would like to discuss further.

After accepting this offer, we encourage you visit Countdown to Accenture (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e - mail to campus.queries@accenture.com.

Yours sincerely,



Bhaskar Ghosh
Lead – Global Delivery Network for Technology, India

ACKNOWLEDGED AND AGREED:

[Insert full legal name]

ANNEXURE – I

Compensation structure for financial year 2017 (FY18) in line with Company guidelines :

Compensation Structure		
Components	Annual Amount (INR)	Description of the components of the compensation structure
Basic	96,775	35% of Fixed Compensation
HRA	48,388	50% of Basic
Conveyance	9,600	Taxable if Transport Benefit is availed
Special allowance	43,724	Cannot exceed Basic
Food subsidy	26,400	Maximum Limit provided (option of INR 13,200 also available)
Additional Special allowance	40,000	Used for Medical Allowance (Upto INR 15,000) & LTA (Upto INR 25,000)
Provident Fund	11,613	12% of Basic
Gross Annual Fixed Compensation (A)	276,500	
Local Variable Bonus (B)	23,500	Max Local Variable Bonus @ 8.5%
Gross Annual Total Cash Compensation (A+B)	300,000	

Details of the variable bonus program will be communicated to you post your joining the Company.

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

1. Effective your date of joining, Medical Insurance for self, spouse and dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
 - You have the option of availing Accenture negotiated rates to cover your parents under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
 - For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and dependent children
 - 20% of such claims for parents under the separate Insurance plan
2. Personal Accident coverage up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your gross annual fixed compensation with a minimum cover of INR 500,000.
4. Gratuity as per law
5. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
6. Transport facility as per Company guidelines can be availed.

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

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

ANNEXURE – II

Required documentation at the time of on boarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card

ANNEXURE - III

Head Start Internship Program (HSIP) (if applicable)

Eligibility for Internship

You will be selected to undergo an internship program at Accenture Services Private Limited (hereafter referred to as “Company”) based on an agreement with the college management.

A Non Disclosure Agreement (NDA) is required to be signed by all the selected students to ensure compliance of the Company’s data security and privacy policies.

During the Internship

At the beginning of the internship, you will need to undergo and clear a Company specified training in order to be fully equipped to perform in your respective roles/projects.

If you are unable to complete the training successfully and pass the required tests, the Company reserves the right to discontinue the internship.

Leaves, unless agreed and approved by the Company coordinator, are not allowed during the training. Any unapproved absence will be highlighted to HR for appropriate action, which may include termination of internship. The internship is a continuous program and leaves amidst the program to attend college/classes may not be approved. Any leave taken (not just limited to emergency circumstances) during internship tenure will be considered as unpaid leave.

Medical documents in case of medical leave is subject to verification and if found inappropriate and/or insufficient, the Internship & Recruitment offer could be revoked with immediate effect.

Any unapproved and/or uninformed leave would attract disciplinary action which can result in Internship and Recruitment offer being revoked with immediate effect.

Post training, allocation to projects will solely be on the basis of project demand in any of the Company locations; student’s skill or technology preference will not be entertained. You may be asked to relocate as per the project requirement.

Projects may require you to work in a team; hence the same project could be assigned to multiple students from the same college or batch.

You can prepare a synopsis for your internship project submission after project work starts. Sharing of any internal material including but not limited to code snippets, training material or technical details for the purpose of project, presentation or any other documentation needs prior approval from the project manager based on client agreements and Company policy on confidentiality.

A Company in-house floor visit cannot be allowed to a college guide or external person for the purpose of your project preparation or analysis.

The internship is subject to satisfactory completion of verification of background or reference checks. In case of background failure, the internship with the Company will be deemed as not applicable.

Break during Internship

You will be provided a break of 3-5 working days in agreement with your college authorities for the internship project submission and viva voce. This will be informed to you after consulting the college regarding the exam schedules.

Leave for Internship project submission, viva, etc. will be granted on non payment basis.

Post the break for viva or exams, you are expected to resume internship at the Company at the allocated project location until the end of the internship period.

Checks during Internship

You are expected to be punctual, disciplined, ethical and professional in your approach to all activities dealing with Company work and resources.

You are expected to be available on all working days (Monday – Friday) or as required by the project during the internship period. You may be required to work in shifts based on project needs at any given point in time.

Your performance will be evaluated as per the Company's assessment criteria by your respective Internship assessors at the end of the internship period. Unsatisfactory performance may lead to revocation of the offer letter of employment.

You are expected to resume work at the same location after conversion as an employee. In case of a change in location, you will be informed well in advance. You may be required to relocate as per the business requirement at that point in time. Allowances for relocation after conversion will be governed by the Company's relocation guidelines for ASE career level.

Stipend during Internship

You will be paid a stipend of Rs. 10,000/- (pre-tax) per month for the internship. TDS deduction will be applicable as per the government regulations. No additional allowance(s), transportation or accommodation will be provided.

Documentation needed at initiation of internship

Photo ID proof (like Driving License or College ID card or PAN card) to verify identity

For opening up new Bank Account, please ensure you carry the documents mentioned below:

Valid Pan Card (Mandatory)

Address & ID proof (any govt. issued doc like Driving License, Passport, and Voters ID)

8 Passport size photographs

ANNEXURE - IV

Head Start Foundation Training Program (HSFP) (if applicable)

Eligibility - HSFP

You will be selected to undergo the HSFP program at your campus based on an agreement with the college management subject to the clearance of Accenture's (hereafter referred as "Company") recruitment process.

Details of the training programme - HSFP

- The contents that will be covered during the program will equip the students with technical and soft skills knowledge
- Training session timings need to be strictly adhered to i.e. 9:00 a.m. to 6.30 p.m. every day or otherwise as communicated to you; concessions on timings in any form will be subject to prior approval obtained from the Company coordinator and the institute authorities. Also, you are expected to strictly adhere to the break timings.
- 100% attendance is expected for the training sessions.
- You are expected to conduct yourself in a professional manner during all training sessions.
- Training materials provided are solely for the purpose of reference. You are recommended to also refer other books and subject guides to update your knowledge.
- Feedback forms need to be duly filled and handed over to the instructor on completion of training program.
- Dress code is business formals on weekdays & business casuals on weekends during training sessions.
- Any leave of absence has to be approved prior to the leave date by the instructor. Unplanned and unapproved leave of absence will not be accepted. Any unapproved absence will be highlighted to HR for appropriate action.

Checks during HSFP

- You are expected to attend the examinations at allotted locations/seats/laboratory. Only Internet Explorer should be used as the web browser during the examination. No other web browsers such as Firefox etc. will be allowed.
- Identity cards should be carried by every student to the training venue and examination venue.
- Any misbehaviour such as cheating or untoward actions during training or in the examination/training hall shall not be tolerated.
- User account ID, account password and the examination URL needs to be retained by all students for the duration of the training program. Sharing of user account ID and password is prohibited.
- You should attend the exam only at the designated exam hall provided by the college and should not use laptops or attend the exam from any other non designated venue.
- No mobile phones, pen drives or other gadgets are allowed during the training sessions or inside the training room/ laboratory /examination hall.
- The minimum pass percentage required to clear the examination(s) in the Head Start Foundation Training program is 60 % The offer of employment i.e., on-boarding/ joining the Company is dependent on passing the HSFP program. Strict adherence to the aforementioned terms and conditions is mandatory and any violation of the same may lead to revocation of your offer letter. Any exceptions on attendance can be made only by the Company coordinator in consultation with the institute authorities.

Date: 27th Jan 2017

Name: M. RAMESH

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**

Date: 27th Jan 2017

Name: M VINITHA

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**

Date: 27th Jan 2017

Name: M. REVATHI

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**

HRD/3T/11-12/NIOT-168

May 5, 2017

Ms. MOUNICA S

Dear MOUNICA S,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **June 17, 2017**

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

**Annexure to your Offer of Employment [HRD/3T/11-12/NIOT-168] as Systems Engineer /
Systems Engineer - Trainee**

Welcome to Infosys!

Presented here are the details that refer to our offer of employment to you in the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**. This is to be read in conjunction with your offer of employment dated May 5, 2011.

Infosys has a broad-banded, Role and competency based structure and all Roles are mapped on to 9 Job Levels.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the classroom training would be purely based on business requirements. Your confirmation will be based on your positive contribution to the Company's objectives. Based on business requirement, period of training 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 training.

You will be eligible for a Training Performance - linked Incentive (TPI) which would range from 10% to 15% of the Fixed Gross Salary, based on your performance in the training program that you would undergo. The details of this scheme will be communicated on your joining.

2. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company. Further details are enclosed in the Information Sheet.

3. Earned Leave:

There would be only one type of leave, which is Earned Leave. During the 1st and 2nd year (including probationary period as well as) of service, you would be eligible for 15 working days of leave per annum. The leave eligibility shall begin in the respective quarter of your joining the Company. For example: If an employee joins the Company in quarter three of the financial year 2011 - 2012, his / her leave eligibility would start in quarter three of the financial year 2011 - 2012. For the purpose of leave credit quarter three of the financial year 2011 - 2012 will be considered as the first quarter. Please note that leave shall be credited on a pro-rated basis in the first quarter of the employee's employment.

On completion of 2 years in service, you shall be eligible for 20 working days leave per annum which would be credited to the employee on a quarterly basis. You would be eligible for the additional leave from the 3rd year onwards from the quarter succeeding the quarter in which you would be completing 2 years with the Company from the date of joining. The table below is indicative or based on the assumption that the employee joins on the first day of a quarter.

Na-

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
During probationary period	4	4	4	3	15
1st & 2nd year of service	4	4	4	3	15
3rd year onwards	5	5	5	5	20

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

Post completion of your training, your monthly Total Gross Salary will be a maximum of **Rs. 27,084** as applicable to you and has been detailed in the Compensation Details sheet (Annexure I). This salary will be effective from the 1st day of the month succeeding completion of training and allocation to the Unit.

During the period of your training, your monthly Total Gross Salary will be **Rs. 22,500** as applicable to you has been detailed in the Compensation Details sheet (Annexure II).

5. 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 as a regular employee, you will be required to give three month's notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the three month's notice period. Similarly, the Company can terminate your services by giving you three month's notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

6. Agreement:

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

7. Transfer:

Your services can be transferred to any of our Units / Departments situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

8. Health Insurance Plan: Group Health Insurance Scheme (FY 2011 - 2012):

You will be covered under the Group Health Insurance Scheme, which has various options. By default, you will be covered under the Standard Plan until you exercise your option under the scheme. Standard Plan provides you and your family including your spouse and two children up to the age of 22 years with a cover of Rs. 2,50,000 per annum. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Nandh

This Scheme helps you to enhance the coverage with various other participatory optional health insurance plans (Gold Plan & Silver Plan) by making a payment towards the subsidized premium for which you can claim tax rebates.

9. Group Life Insurance Scheme:

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust that provides you with a total life insurance cover of Rs. 40,00,000 of which Rs. 25,00,000 is covered towards natural death, and additional Rs. 15,00,000 towards an accidental death. All Infosys employees become member of Infosys Welfare Trust, by one-time payment of Rs. 250 and fixed monthly contribution of Rs. 150.

10. 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 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.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

11. 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 or 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.

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

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 programme 2010 - 2011. 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.

Nav

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

In Infosys, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you.

You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company's policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non Compete Agreement" (Annexure III).

Welcome to the Infosys family.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Miss.MOUNICA S			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC				7,730
FIXED DEARNESS ALLOWANCE (FDA)				1,100
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)				11,470
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)				1,678
MONTHLY GROSS SALARY				21,978
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)				88
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)				1,060
GRATUITY - 4.81% of (Basic + FDA)				425
FIXED GROSS SALARY (FGS) (1+2+3)				23,551
4. INCENTIVE COMPONENTS				
		At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		3,533	2,944	2,355
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)				27,084
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)				26,495
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)				25,906
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nava

Annexure II (Compensation during the Training Period)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME		Miss. MOUNICA S		
ROLE / ROLE DESIGNATION		Systems Engineer / Systems Engineer - Trainee		
1. MONTHLY COMPONENTS				
BASIC		6,420		
DEARNESS ALLOWANCE (DA)		1,100		
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)		9,277		
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + DA)) being paid out on a monthly basis)		1,429		
MONTHLY GROSS SALARY		18,226		
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)		75		
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + DA)		902		
GRATUITY - 4.81% of (Basic + DA)		362		
FIXED GROSS SALARY (FGS) (1+2+3)		19,565		
5. INCENTIVE COMPONENTS		At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		2,935	2,446	1,957
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)		22,500		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)		22,011		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)		21,522		
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nana

Annexure III (Non Compete Agreement)

I, _____ do hereby acknowledge and confirm the following:-

(1) I am accepting employment with Infosys Technologies Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Technologies Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purposes of this Non Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place:

Employee Signature:

Date:

Employee Name :

Acknowledged by Infosys Technologies Limited:

INFORMATION SHEET

1. Probationary Period and Confirmation as a Permanent Employee

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company.

You would also be required to complete the STAR (Savvy, Team working, Articulate and Responsible) certification program two months prior to the first due date of confirmation. For more details on STAR certification, you are requested to contact your respective batch owners or the Infosys Leadership Institute (ILI) representatives at the training / posting location.

In addition to the performance during the training period, you are required to have all the documents as mentioned below, uploaded & approved in the e-docket application 15 days prior to the due date of confirmation. If you do not complete the e-docket on or before this date, then the confirmation would be postponed by three months from the initial due date of confirmation and you would be confirmed on the 1st day of the subsequent month only. The period of probation can be extended by 3 months per instance of non - completion for up to four times (up to a maximum of one year). Copies of the following will constitute the required documents:

- a) Class 10 (or equivalent) Marks Sheet (s)
- b) Class 12 (or equivalent) Marks Sheet (s)
- c) Graduation Marks Sheet (s)
- d) Final Graduation Degree Certificate
- e) Post Graduation Marks Sheet (s) (if applicable)
- f) Diploma Certificate (if applicable)
- g) Prior Experience Certificate (s) (if applicable)
- h) Passport
- i) National Skills Registry (employees are required to sign the document at the time of joining and the upload of the same will done by the HRD - C&B team)
- j) PAN Card (“Under Income Tax laws, disclosure of your Permanent Account Number (PAN) to Infosys Technologies Limited is mandatory. Please disclose your PAN to Infosys on or 30 days before the day of joining and note that disclosure of PAN is a pre-condition for your confirmation into the system”).

You are required to complete your e-docket within 6 months from the initial due date of confirmation beyond which your services with the Company may be terminated.

2. Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia / Bonus payout which would be calculated at 20% of the sum of the Basic Salary and Dearness Allowance as mentioned in the Compensation Details sheet of this letter. The mode of payment for Financial Year 2010 - 2011 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 after adjusting the advance (95%) paid out on a monthly basis. The mode of payment for each Financial Year will be determined at the beginning of the same.

Illustration:

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

3. Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, Medical Allowance, Transport Allowance, Children's Education Allowance and Miscellaneous Allowance.

You can split the BOA under the above-mentioned components according to your preferences and tax plans. You would be eligible for tax exemptions under the different components as per the rules determined by the Income Tax Authorities.

4. Passport & Driving License

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

5. Date of Joining Extension

As per the Company policy, only one extension in Date of Joining would be granted based on medical exigencies. The extension date would be given within the validity period of 6 months from the initial date of joining. Please note that any request for extension must be supported with documentary evidence (Medical records and certificate) . All the requests are to be sent to offer_extension@infosys.com. The Company will review the case based on the documents provided 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.

6. National Skills Registry Policy (NSR)

Infosys 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 all the people working in our industry on a web -enabled database and uniquely identify each industry person based on bio-metrics. In case you have not registered your self with National Skills Registry, you would be required to do so prior to your joining Infosys Technologies Ltd. The cost of your registration with National Skills Registry will have to be borne by you. You would be required to register with the National Skills Registry irrespective of whether you are in a technical role or a business enabling role”. For more information on national skills registry for registration, please visit www.nationalskillsregistry.com. This kit contains the document on steps/procedures for NSR registration.

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Infosys and applicable legal agencies and may change from time to time without prior notice. Latest details and specifics of each plan are available with the Human Resources Department.



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

29 November, 2018

Mr M NAVEEN

Dear NAVEEN ,

Subject: Offer letter

With reference to your application and the subsequent interview you had with us, we are pleased to make this offer to you on a fixed term contract in "EY Global Delivery Services India LLP "(the " Firm") subject to the following terms and conditions:

1. CONTRACT PERIOD AND POSITION:

The period of contract is fixed for a period of 3 months starting from 06 January, 2020 and ends on 03 April, 2020.You will be offered the position of Intern in the Firm. 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.

2. DUTIES :

You will perform duties and services as required in relation to the affairs of the Firm as may be assigned to you from time to time. During the term of your contract with the Firm, you shall (a) faithfully and diligently perform your duties, (b) use your best endeavours to promote the business interest of the Firm, (c) devote your full time, attention and efforts to serve the Firm, and (d) not directly or indirectly engage or be interested in any activity, which competes with the Firm or conflicts with your duties to the Firm.

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 you will report to the Firm on **06 January, 2019**at RMZ Infinity, Tower C, Old Madras Road, Benniganahalli, K.R. Puram, Bangalore - 560016 .Please note that your work location may be different based on the service line you are joining.

EY Global Delivery Services India Private Limited, (A private limited company with registration no. U74999KA2016PTC093751) converted into EY Global Delivery Services India LLP (a limited liability partnership with LLP Identity No. AAL – 2743) effective 30 November, 2017 Regd.Office: 3rd floor, Tower 'C', RMZ Infinity, Old Madras Road, Benniganahalli, K R Puram Bangalore - 560016, India



5. COMPENSATION AND DETAILS:

You shall be paid a fixed compensation of INR 21,000/- per month. The compensation will be subject to applicable taxes and will be paid to you after deduction of income tax and other applicable taxes at source. It is a condition of your service that you shall abide by the Firm's policy maintaining the strictest confidentiality of the compensation you receive from the Firm. Please refer to Annexure B for your detailed compensation package.

6. TRANSFERABILITY :

Your initial place of posting shall be at SEZ Unit located at **Garnet building, Bagmane World Technology Center - SEZ, Bangalore** . However, your services are transferable and you may be assigned/transferred in India or outside India to serve the Firm in any of its existing or future offices or any of its group companies or associates.

EY pans across geographies providing various services to its clients and you may be required to go through appropriate Induction & Orientation along with necessary training programme. The training is given to ensure that you are compliant with the best practices followed by EY on a worldwide basis.

7. CONFIDENTIALITY :

You shall keep and maintain strict confidentiality of all information and data that may come to your possession or knowledge by virtue of this engagement and shall not disclose or divulge any such information or data, without prior written consent of an authorised officer of the Firm, except as required in normal course of the work. You shall at all times, whether during or after the termination of your engagement, 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 how so ever. 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, for your own benefit or for the benefit of any third party, either during the term of this engagement or thereafter. Upon termination of this engagement, you will immediately return and surrender to the Firm, all data, information, files, books, magazines, reports, documents, manuals, audio and video tapes, floppies and discs and any other knowledge databases entrusted to you in the course of the contract and shall not retain any copy thereof in any form whatsoever. The Firm reserves the right to alter the confidentiality agreement from time to time, as and when required.

8. INTELLECTUAL PROPERTY :

All intellectual property rights in any work or material developed by you during the course of this engagement shall belong to and be the property of the Firm. You shall assign and transfer in favour of the Firm all intellectual property rights in such works or materials and shall execute such deeds and documents, as the Firm may require, to effectually vesting in the Firm any and all intellectual property rights and benefits in such works or materials. In performance of your duties and responsibilities, you shall not use or infringe any intellectual properties or rights of any other parties.

9. LEAVE :

You will be entitled to leaves 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.



10. PROVIDENT FUND:

You will participate in the Firm's Provident Fund as may be applicable in the Firm.

11. NOTICE PERIOD; TERMINATION :

- a. The contract can be terminated either by the Firm or by you, by giving the required notice of one month, in writing to the other party, without assigning any reasons thereof. The Firm reserves the right to pay or recover gross compensation as applicable, in lieu of the notice period. However, the Firm retains the right to terminate your employment, without giving any notice or pay in lieu of notice, in case of any wrongful declaration, misconduct, fraud or misappropriation of funds or breach of any terms of service or Firm.
- b. If termination is initiated by you, the Firm may, at its discretion, relieve you at a date it may deem fit, even before expiration of the notice period, without any liability to compensate you for the remaining notice period.
- c. 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 or forfeit your dues.
- d. The Firm may also 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 (to be completed within 30 days of date on which the said allegation has been first notified to your reporting manager save and except delayed due to events beyond control) 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.
- e. We also expect that you voluntarily disclose details of any of the above acts to the Firm at the time of joining or during your service 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.

12. 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, you will be liable to be discharged from the services of the Firm, without any notice or compensation.

13. 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.

14. DUAL EMPLOYMENT :

You will be in the exclusive service of the Firm. You will not be entitled to accept directly or indirectly any part time or full time job or transact any business of any kind whatsoever during the course of your contract with the Firm.



15. EMPLOYMENT VERIFICATION :

Your qualifications and contract 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.

16. 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. 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 without any notice or compensation.

Please acknowledge your acceptance of these terms and conditions of employment by signing the duplicate copy of this letter and submitting the same to us for the Firm's records.

Thanking you.

Yours faithfully,

for EY Global Delivery Services India LLP

Signature Not Verified

Signed by : SHANTHARAM MOUBBILISHETTY
Date : 29/Nov/2019 20:15:43
Location : Bangalore
Reason : 

Authorized Signatory

I hereby accept the offer and terms and conditions of contract set forth above.

Signed: _____ Date: _____

Name: _____

Dear NAVEEN,

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	2 passport size photographs (the background of the photographs should be white)	
2	Photocopy of the Permanent Account Number (PAN) - submission of PAN detail is mandatory.	
3	Passport / Voters ID / Ration Card / Driving License (Photocopy any one of these)	
4	Photo Copy of the Aadhar card- Submission of Aadhaar details and photocopy is mandatory to remit Provident Fund contributions.	
5	Photocopies of 10th, 12th / PUC, Graduation, Post-graduation - marks cards of all years/semesters have to be submitted, (If awaiting results please submit all previous semester mark sheets, along with a copy of your last semester result print out from the internet or college result sheet)	
6	Experience certificate / relieving letter of your last employer, if applicable. Resignation acceptance letter will be accepted; however within 30 days of joining the relieving letter should be submitted.	
SN	Keep the below mentioned details handy (no proofs/documents required)	
1	For medical insurance - you will need to fill the following details, depending on your status as mentioned below:	
a	If unmarried - father and mother's date of birth.	
b	If married - date of birth of 2 dependent parents or parents - in - law (combination of parents and in - laws not allowed), spouse and children	
2	You should be aware of your blood group	
3	Name, address and telephone number of two references - excluding relatives. Employees with prior work experience - one of the ref has to be from the previous organization).	



Annexure B

Name	NAVEEN		
Rank	5	Service Line: CT Managed Services Platform	
Contract Period	From	To	
	06 January, 2020	03 April, 2020	

COMPONENTS	Per Month (INR)	Annual (INR)
Basic Salary	8,400	1,00,800
House Rent Allowance (HRA)	4,200	50,400
Advanced Statutory Bonus	2,220	26,640
Transport Assistance	1,600	19,200
Other allowance including flexible	1,909	22,912
Employer's ESI contribution	871	10,448
Employer's Provident Fund (PF) contribution	1,800	21,600
Total Cost to Firm (CTC)	21,000	2,52,000

Insurance benefits

Benefit Type	Benefit Value	Features
Group Medical Insurance	INR 100000	Floater cover for self. The premium stated is the maximum amount paid/incurred by the Firm, and is subject to change every year post renewal.

25th May 2017

Mr O MUNI

Dear O MUNI ,

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM.**
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

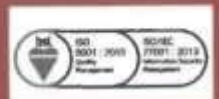
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

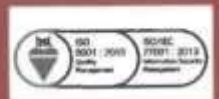
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA



RefNo:8KM/IR-SD/14122016

14th December,2016

To

Omkar K,

Dear Omkar K,

Congratulations! Further to your application for employment with 8K Miles Software Services Ltd, here in referred to as "Company", and the subsequent selection process, we express our intent to offer you the Role of "Associate - Cloud".

The location of reporting and training will be Chennai, India. The date of your joining will on or before 18th December, 2016

Your Total Gross Salary as applicable has been detailed in the Annexure B to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with 8k Miles as per the attachment to this letter. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The duration of the training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

Your employment will be governed by the rules, regulations and policies of the Company, which may be subject to changes from time to time.

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

This indent to offer letter is the final agreement between employee and 8K Miles and supersedes all other discussions done orally or through email.

If there is no response from your side within 5 working days the offer becomes invalid.

Welcome to 8k Miles. We wish you along, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,

For8KMiles Software Services Ltd.

R. S. Ramani

Director

Encl.: Annexure A,B,C,D to the indent to offer (as applicable to you).

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

Place: _____

Employee FullName: _____

Date: _____

EmployeeSignature: _____

Annexure A

Annexure to your Indent to offer of Employment as “Associate - Cloud”

Welcome to 8k Miles!

Presented here are the details that refer 8KM/IR-SD/14122017 to our indent to offer of employment to you in the role of “Associate - Cloud”. This is to be read in conjunction with your indent to offer of employment dated 18th December,2017. 8k Miles has a broad-banded, Role and competency based structure.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the training would be purely based on business requirements and determined by immediate Manager. Based on business requirement, period of training can be extended. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the training.

2. Probationary Period and Confirmation as a PermanentEmployee:

You will be on probation for a period of 6 months from the date of joining and allocation to the SBU. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the performance as discussed and agreed with you immediate Manager and on your positive contribution to Company’s Business Objectives.

3. Leave:

During Probation: There would be only one type of leave, which is CL & SL. The eligibility for the same is 1 day (CL&SL) per month and is credited on a monthly basis.

On Confirmation: On confirmation of the service of the employee, the employee is eligible for the following leaves PL: Privilege

leave Credited at the rate of 1 day per month from the date of confirmation

SL&CL: Sick and casual leave credited at the rate of 1 day per month

Please refer the hand book for detailed leave eligibility and rules.

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

A detailed Performance objective statement (KRA's) will be shared to you by your immediate Manager at the time of you getting assigned to the SBU. There will be quarterly performance reviews by your Manager, who will appraise you about your performance and growth / improvement areas which will be held in the month of June, Sep, and Dec. The annual performance appraisal will be conducted in the month of March. Salary increase will be based on a) individual Performance; b) growth of the SBU; c) growth of the company.

5. Notice Period:

During Probation: If your performance is found to be unsatisfactory / below par or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with 15 days notice.

On Confirmation: Upon confirmation as a regular employee, you will be required to give two months' notice in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only on the completion of the assignment but not later than the notice period.

Similarly, the Company can terminate your services by giving you two months' notice or salary thereof.

The Company may terminate your services immediately on disciplinary grounds and you will not be eligible for any terminal benefits in such cases.

25th May 2017

Mr A PRASANTH

Dear PRASANTH

This has reference to your application and the subsequent interviews you had with us. We are pleased to offer you a position of **“Senior Executive – AR”** Omega Healthcare Management Services Pvt Ltd, on the following terms and conditions:

01. You will draw a Basic Salary of Rs.12800/- (Rupees Twelve Thousand Eight Hundred Only) per month. In addition to this, you will be paid HRA of Rs.6400/- (Rupees Six Thousand Four Hundred Only), Special Allowance of Rs.11420/- (Rupees Eleven Thousand Four Hundred and Twenty Only) and Statutory Bonus of Rs.1280/- (Rupees One Thousand Two Hundred and Eighty Only) per month as other allowances.
02. You will be entitled to Leave, Gratuity, P.F., Medical Insurance & Personal Accident Insurance, etc. in accordance with the Law / Company Policy from time to time.
03. Depending on your performance and the company's requirement, your employment can be extended on completion of 6 months.
04. Your place of posting will be at **Chennai** and you will report for duty on **2nd June 2017 at 8.30 AM**.
05. This letter of offer is subject to completing other joining formalities as specified in **Annexure-1** and on completion a detailed appointment letter will be given.
06. Your first monthly salary will be calculated only from **4th** business day of your joining and not from actual DOJ.

Kindly sign the duplicate copy of this letter as a token of your acceptance to the above terms and conditions.

Thanking you,
Yours faithfully,

For **Omega Healthcare Management Services Pvt. Limited.**

Vikram Kumar N

Vikram Kumar N
Senior Manager – Talent Acquisition

Omega Healthcare Management Services Pvt. Ltd.

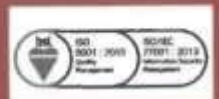
9th Floor, Tower - 2, RMZ Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



Annexure - 1

Welcome to Omega family!

To enable us to have your complete personal information, ensuring legal compliance and processing of salary and other reimbursements, you will be required to complete the following formalities on your joining at Omega Healthcare.

1. Joining Report.
2. Company Employment Form.
3. Provident Fund Declaration / Nomination form and Provident Fund Form 2.
(This needs to be filled in by every employee as he / she need to nominate persons(s) who would receive the Provident Fund amount standing to his/ her credit in the unfortunate event of his / her Death).
4. Gratuity Nomination Form F.
(To be filled in by all employees wherein they should nominate the persons and the percentage of Gratuity Payable to such person in the unfortunate event of death of the employee)
5. Medical Insurance / ESIC-Employees State Insurance Scheme- (as applicable)
7. Salary Account opening form.
8. Group Life Insurance Form
9. ID Card Application form & Transport Request form.
10. Flexible benefit Plan Declaration form & Employee Investment Declaration Form (wherever applicable)
11. Any other forms, as applicable

FOLLOWING DOCUMENTS TO BE SUBMITTED MANDATORILY ON YOUR JOINING:

- A. Relieving letter/ Service certificate from your previous employer.
- B. Copy of last pay slip & form 16 or tax report
- C. Copies & Originals of all educational certificate and Birth Certificate.
- D. **Six copies of recent passport size photographs.**
- E. Signed Copy of offer / appointment letter.
- F. **Self-ID Proof – 2 copies** (Passport/ Driving License/Voter's ID/ Ration Card/ **PAN Card**/ College ID)
- G. **Residence Proof – 2 copies** Permanent & Temporary (Passport /Driving License/ Voter's ID / Ration Card/ / 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)
- H. **Copy of PAN Card /Acknowledgement copy of PAN Application**
- I. **Copy of AADHAR Card / Acknowledgement copy of AADHAR Application**
- J. **Parents DOB details.** (Documents not required. Only date is required to fill in nominee forms)
- K. **Physical standard (Blood Group, Height, Weight – details only required for filling the application form.**
Proof not required)

Our attendance cycle runs from 21st of month to the 20th of the next month. If the salary account is not opened & activated before 10th of the month, then the salary for that month would be delayed thereby causing inconvenience to the employee. A delay in disbursement of salary may also occur if the Joining Reports / Documents are incomplete-thus we request you to please fill in the joining Report completely accurately and also submit mandatory documents.

We at HR look forward to providing you with the best of services at all times. We welcome you once again and wish you all the best for a successful career at Omega.

PLEASE NOTE: YOU ARE EXPECTED TO COME IN FORMAL DRESS ON DOJ

HR Team

Omega Healthcare Management Services Pvt. Ltd.

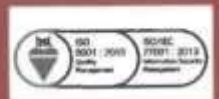
9th Floor, Tower - 2, RM2 Millennia Business Park, No. 143, Dr. MGR Road, Kandanchavadi,
Chennai - 600 096. Tel: +91 44 4907 0101

Registered Office : No.33, NAL Wind Tunnel Road, Murugeshpalya, Bengaluru - 560 017. Tel: +91-80-41557333

US Office : 2424 North Federal Highway, Suite #205, Boca Raton, FL 33431.

website : www.omegahms.com

General Email ID : mail@omegahms.com Registered CIN: U85110 KA2003 PTC 032846



BENGALURU

CHENNAI

TRICHY

BHIMAVARAM

HYDERABAD

MANILA

CEBU

USA

Mar 20,2017



Siddharth Institute of Engg & Tech
Puttur - 517583

Dear PRASANTH.N ,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as Jr. Engineer - GBS Engineering in Grade 23. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on Mar 27,2017 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, R M Z Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai - 96.

Your total cost to the company will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to Vijaikrishnan S, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

A handwritten signature in black ink, appearing to read "Abraham Joseph", written over a faint, larger version of the same signature.

ANNEXURE 1



Name: PRASANTH.N

Designation: Jr. Engineer - GBS Engineering Grade: 23

Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	
	Education Allowance	2,400	
	Conveyance	19,200	
	Special Allowance *	70,769	Taxable Component
	Other Allowance*	0	Taxable Component
	Cash Pay	2,11,814	
	Retirals		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	CTC	2,33,054	
D	Target Bonus**	16,946	
	Total Target Cash	2,50,000	

Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts	Rs. 4,500/- voucher	Annually
Meal Vouchers	Rs. 26,400/-	Monthly(Vouchers to be distributed once in a quarter)

(*) - You can also avail the above Meal Vouchers and Gifts as coupons. Please note that this is not an additional component, it will be deducted from Special Allowance/Other Allowance. If coupons are availed, then the cash portion of your salary will reduce to extent of coupons chosen and PF contribution may change as per government regulations.

(**) - You will be eligible for the quarterly variable bonus scheme and the payout target will be a percentage of your quarterly gross salary. Actual payout will be determined on the basis of Flex Worldwide/Site performance announced by corporate. Please note that to be eligible for the quarterly bonus you must be actively employed by the Company for at least fifty percent of the applicable fiscal quarter. The bonus award payment will be pro-rated to reflect the number of days actively at work during the quarter, provided, that you have worked at least fifty percent of the fiscal quarter.



In addition, there is a

- Hospitalization coverage for self and dependent's up to Rs.4,00,000/- per annum. (with 10% co-pay for dependent parents limiting upto Rs.2.5 lakhs)
- Personal Insurance Cover of Rs.10,00,000/-
- Transport facility provided for all shifts. Transport Deduction for day shift employees only who log in at 8.00 AM & 11.00 AM.
 - a. Grade 21 - Rs. 500/month
 - b. Grade 22/23 - Rs.600/month.
 - c. Grade 24/25/26 - Rs.1200/month.
 - d. Grades 27 & above - Rs. 2000/month.
- Employees, who work in the night shifts, on working days, i.e. finish work between 12:00 Midnight and 7:30 AM, are eligible for night shift allowance for every working night.
 - a. Grade 21 to Grade 25 - Rs. 300
 - b. Grade 26 to Grade 28 - Rs. 500

Data Privacy & Protection

Flex has in place Binding Corporate Rules throughout its Global Footprint as an organisation. These rules are seen by Regulators as the highest Standard of Data Protection available to any company. With these BCR's in place Flex meets the necessary criteria to hold and manage Personal data include the transfer of personal data transnationally within the Flex Organisation.

Personal data (including sensitive data) relating to you which has been or is in the future obtained by the Company may be held and processed by the Company or any associated company either by computer or manually for any purpose relating to the administration, management and operation of your employment, (including payment of wages and maintenance of attendance, performance and conduct records) or in relation to the Company's legal obligations or business needs.



Strictly Private and Confidential

23-May-2017

RAMALAKSHMI.A

Dear RAMALAKSHMI A ,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY18 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY18 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Based on a mutual agreement between the Company and your college/institution, you would be mandated to undergo one or all of the following training programs aimed at imparting effective work skills in order to provide a head start into the industry:

- Head Start Internship Program (herein after referred to as “HSIP”) or
- Head Start Foundation Program (hereinafter referred to as “HSFP”)

Please refer to Annexure – III & IV for more details on the above mentioned programs and its requirements.

In addition to HSIP/HSFP, Upon joining the Company, an Accenture specific training program will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear as per the standard process and applicable cut-offs communicated to you. You are required to score minimum 60% marks in each test and an overall aggregate of minimum 65% to qualify the Accenture specific training program. If you are unable to complete the Accenture specific training program successfully, your services with the Company may be terminated.

Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 14 months from the date of joining the Company, the Service Agreement amount of Rs. 75,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and the Terms of Employment, with your signature on each page. Further, at the time of joining you are required to provide all documentation identified in Annexure - II.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year, with an aggregate of 60% or more.

This offer is also contingent upon us working together to determine an appropriate start date for your employment which will be communicated to you at a later date.

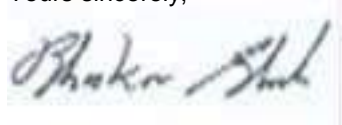
In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable 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.

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. In the meantime, please do not hesitate to contact us at campus.queries@accenture.com should you have anything you would like to discuss further.

After accepting this offer, we encourage you visit Countdown to Accenture (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e - mail to campus.queries@accenture.com.

Yours sincerely,



Bhaskar Ghosh
Lead – Global Delivery Network for Technology, India

ACKNOWLEDGED AND AGREED:

[Insert full legal name]

ANNEXURE – I

Compensation structure for financial year 2017 (FY18) in line with Company guidelines :

Compensation Structure		
Components	Annual Amount (INR)	Description of the components of the compensation structure
Basic	96,775	35% of Fixed Compensation
HRA	48,388	50% of Basic
Conveyance	9,600	Taxable if Transport Benefit is availed
Special allowance	43,724	Cannot exceed Basic
Food subsidy	26,400	Maximum Limit provided (option of INR 13,200 also available)
Additional Special allowance	40,000	Used for Medical Allowance (Upto INR 15,000) & LTA (Upto INR 25,000)
Provident Fund	11,613	12% of Basic
Gross Annual Fixed Compensation (A)	276,500	
Local Variable Bonus (B)	23,500	Max Local Variable Bonus @ 8.5%
Gross Annual Total Cash Compensation (A+B)	300,000	

Details of the variable bonus program will be communicated to you post your joining the Company.

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

- Effective your date of joining, Medical Insurance for self, spouse and dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
 - You have the option of availing Accenture negotiated rates to cover your parents under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
 - For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and dependent children
 - 20% of such claims for parents under the separate Insurance plan
- Personal Accident coverage up to three times your gross annual fixed compensation
- Life Insurance coverage equivalent to one time of your gross annual fixed compensation with a minimum cover of INR 500,000.
- Gratuity as per law
- One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
- Transport facility as per Company guidelines can be availed.

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

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

ANNEXURE – II

Required documentation at the time of on boarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card

ANNEXURE - III

Head Start Internship Program (HSIP) (if applicable)

Eligibility for Internship

You will be selected to undergo an internship program at Accenture Services Private Limited (hereafter referred to as “Company”) based on an agreement with the college management.

A Non Disclosure Agreement (NDA) is required to be signed by all the selected students to ensure compliance of the Company’s data security and privacy policies.

During the Internship

At the beginning of the internship, you will need to undergo and clear a Company specified training in order to be fully equipped to perform in your respective roles/projects.

If you are unable to complete the training successfully and pass the required tests, the Company reserves the right to discontinue the internship.

Leaves, unless agreed and approved by the Company coordinator, are not allowed during the training. Any unapproved absence will be highlighted to HR for appropriate action, which may include termination of internship. The internship is a continuous program and leaves amidst the program to attend college/classes may not be approved. Any leave taken (not just limited to emergency circumstances) during internship tenure will be considered as unpaid leave.

Medical documents in case of medical leave is subject to verification and if found inappropriate and/or insufficient, the Internship & Recruitment offer could be revoked with immediate effect.

Any unapproved and/or uninformed leave would attract disciplinary action which can result in Internship and Recruitment offer being revoked with immediate effect.

Post training, allocation to projects will solely be on the basis of project demand in any of the Company locations; student’s skill or technology preference will not be entertained. You may be asked to relocate as per the project requirement.

Projects may require you to work in a team; hence the same project could be assigned to multiple students from the same college or batch.

You can prepare a synopsis for your internship project submission after project work starts. Sharing of any internal material including but not limited to code snippets, training material or technical details for the purpose of project, presentation or any other documentation needs prior approval from the project manager based on client agreements and Company policy on confidentiality.

A Company in-house floor visit cannot be allowed to a college guide or external person for the purpose of your project preparation or analysis.

The internship is subject to satisfactory completion of verification of background or reference checks. In case of background failure, the internship with the Company will be deemed as not applicable.

Break during Internship

You will be provided a break of 3-5 working days in agreement with your college authorities for the internship project submission and viva voce. This will be informed to you after consulting the college regarding the exam schedules.

Leave for Internship project submission, viva, etc. will be granted on non payment basis.

Post the break for viva or exams, you are expected to resume internship at the Company at the allocated project location until the end of the internship period.

Checks during Internship

You are expected to be punctual, disciplined, ethical and professional in your approach to all activities dealing with Company work and resources.

You are expected to be available on all working days (Monday – Friday) or as required by the project during the internship period. You may be required to work in shifts based on project needs at any given point in time.

Your performance will be evaluated as per the Company's assessment criteria by your respective Internship assessors at the end of the internship period. Unsatisfactory performance may lead to revocation of the offer letter of employment.

You are expected to resume work at the same location after conversion as an employee. In case of a change in location, you will be informed well in advance. You may be required to relocate as per the business requirement at that point in time. Allowances for relocation after conversion will be governed by the Company's relocation guidelines for ASE career level.

Stipend during Internship

You will be paid a stipend of Rs. 10,000/- (pre-tax) per month for the internship. TDS deduction will be applicable as per the government regulations. No additional allowance(s), transportation or accommodation will be provided.

Documentation needed at initiation of internship

Photo ID proof (like Driving License or College ID card or PAN card) to verify identity

For opening up new Bank Account, please ensure you carry the documents mentioned below:

Valid Pan Card (Mandatory)

Address & ID proof (any govt. issued doc like Driving License, Passport, and Voters ID)

8 Passport size photographs

ANNEXURE - IV

Head Start Foundation Training Program (HSFP) (if applicable)

Eligibility - HSFP

You will be selected to undergo the HSFP program at your campus based on an agreement with the college management subject to the clearance of Accenture's (hereafter referred as "Company") recruitment process.

Details of the training programme - HSFP

- The contents that will be covered during the program will equip the students with technical and soft skills knowledge
- Training session timings need to be strictly adhered to i.e. 9:00 a.m. to 6.30 p.m. every day or otherwise as communicated to you; concessions on timings in any form will be subject to prior approval obtained from the Company coordinator and the institute authorities. Also, you are expected to strictly adhere to the break timings.
- 100% attendance is expected for the training sessions.
- You are expected to conduct yourself in a professional manner during all training sessions.
- Training materials provided are solely for the purpose of reference. You are recommended to also refer other books and subject guides to update your knowledge.
- Feedback forms need to be duly filled and handed over to the instructor on completion of training program.
- Dress code is business formals on weekdays & business casuals on weekends during training sessions.
- Any leave of absence has to be approved prior to the leave date by the instructor. Unplanned and unapproved leave of absence will not be accepted. Any unapproved absence will be highlighted to HR for appropriate action.

Checks during HSFP

- You are expected to attend the examinations at allotted locations/seats/laboratory. Only Internet Explorer should be used as the web browser during the examination. No other web browsers such as Firefox etc. will be allowed.
- Identity cards should be carried by every student to the training venue and examination venue.
- Any misbehaviour such as cheating or untoward actions during training or in the examination/training hall shall not be tolerated.
- User account ID, account password and the examination URL needs to be retained by all students for the duration of the training program. Sharing of user account ID and password is prohibited.
- You should attend the exam only at the designated exam hall provided by the college and should not use laptops or attend the exam from any other non designated venue.
- No mobile phones, pen drives or other gadgets are allowed during the training sessions or inside the training room/ laboratory /examination hall.
- The minimum pass percentage required to clear the examination(s) in the Head Start Foundation Training program is 60 % The offer of employment i.e., on-boarding/ joining the Company is dependent on passing the HSFP program. Strict adherence to the aforementioned terms and conditions is mandatory and any violation of the same may lead to revocation of your offer letter. Any exceptions on attendance can be made only by the Company coordinator in consultation with the institute authorities.



APPOINTMENT LETTER

May 9, 2017

Dear **RESHMA M,**

Welcome to Wipro Limited (Company/Wipro') and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act. Contributory Medical Insurance for your band.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



- d. Your appointment shall be treated as withdrawn in case:
- i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - v. You have any pending backlogs/ arrears on the date of appointment.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of upto Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,

Sunil Kalachar
General Manager – Talent Acquisition

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on ___/___/___

Name: _____

Signature: _____ Date: ___/___/___

Place: _____

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Name:

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: polyclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis. Employees are strictly prohibited from the following:
 - a) Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b) Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c) Unauthorized disclosure or communication of UPSI.
 - d) Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees.

For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to polyclearinghouse@wipro.com.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I-----, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- a. processing my job application including background verification checks;
- b. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

Name:

Date: / /

Signature.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE III

SALARY OFFER SHEET

Name : RESHMA M

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,667
HRA	5,834
Bonus	2,333
Wipro Benefits Plan (WBP)	4,854
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay (5% of CTC)	1,459
Target Cost to Company per month	26,667
Total Cost to Company per annum	3,20,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Interest free loan of Rs.20,000/- towards housing deposits or towards purchase of two wheeler
- b. Contingency loan of Rs.50,000/- towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE – IV

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

Name:

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE – V

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

- a. Individual linked parameter: Based on number of days billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3. This would comprise of 100% of your Variable Pay amount. (for employees joining in these Bands in Support roles and central functions 100% of Variable Pay would be linked to revenue and OM as mentioned in (b) and (c) below)
- b. Revenue achievement linked parameter: Based on the Revenue achievement of your Business Unit / Vertical / Service Line. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.
- c. OM linked parameter: Based on Operating Margin achievement of your Business Unit. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.

The Variable Pay payout amount is liable to vary as per the performance on the above parameters.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

For more details please refer to the policy hosted on myWipro à My Information Source à My Policies à View All Policies à (Select Country) à My Financials à Compensation à Variable Pay.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus:

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- a. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Accommodation, Food & Other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of appointment. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





SUMMARY • SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS): This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll which will vary based on your marital/family status, the floater sum insured as per your job grade and any top-up plan opted by you. 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Gratuity Benefit: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific pre-defined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





1. Your Life and Accident Cover:

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Even on temporary disability due to Accident you get compensated for loss of wages on account of leave due to Accident of upto Rs. 5,000 per week. In case of Death due to accident, your total cover would be 26 lacs (12 Lacs + 14 Lacs). Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Life Insurance Program: Rs. 14,00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover. Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

1. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800

Proceedings of the District Collector & Chairman, DSC, Chittoor
Present :: Dr.N.Bharath Gupta, IAS.,

Proc.Roc.No. A3/2116/2019/DSC 2020 (Pts)

Dated: 03-12-2020.

Sub:- Public Servants – Grama Sachivalayams – Chittoor District – **Panchayat Secretary Grade VI (Digital Assistant)** – Sri / Smt / Kum **M ROJA** - Provisionally selected through District Selection Committee, Chittoor - Allotted to **Varathuru** Gram Sachivalayam of **G.D.Nellore** Mandal – Orders issued.

- Read :-
1. GO.Ms.No.110, PR & RD Dept., (MDL-1), dt.19-07-2019.
 2. GO.Ms.No.148, PR & RD (Mdl.II), Dt.27.09.2019.
 3. Notification No. 02/2020, Dated: 10-01-2020.
 4. Memo No. 53/CPR&RD/S/2020, dated : 28-10-2020 of the PR &RD Dept.,
 5. Appointment orders issued vide Proceedings No. E16/423/2020/DSC-2020 dated: 23/11/2020 of the District Collector & Chairman, DSC , Chittoor (Acceptance given by the Candidates).
 6. Note orders of the District Collector & Chairman, DSC Chittoor, Dated: 03-12-2020

--<>--

ORDER :-

Sri / Smt / Kum. **M ROJA** S/o...D/o **M ESWARAI AH** (Hall Ticket No: **201009022609**) has been provisionally selected for the post of **Panchayat Secretary Grade.VI (Digital Assistant)** in the Gram Sachivalayams and allotted to **Varathuru** Gram Sachivalayam of **G.D.Nellore** Mandal , Chittoor District.

The appointment will be governed by the AP State & Sub-ordinate Service Rules and the Andhra Pradesh Panchayat Raj Sub-Ordinate Service Rules, 2010 or any other Special Rules as applicable and amended from time to time. The individual will be placed on probation for a period of 2 (TWO) years from the date of joining. During the period of probation the individual will be paid consolidated pay of Rs.15,000/- per month. After successful completion of the probation period the individual will be placed in the Time Scale of pay of Rs.14,600 – Rs.44,870 in the Revised Pay Scale – 2015.

The individual is directed to report for duty as **Panchayat Secretary Grade.VI (Digital Assistant)** before the Mandal Parishad Development Officer **G.D.Nellore** Mandal duly producing copy of this posting orders along with the Physical fitness certificate and one set of all the relevant certificates duly attested by any Gazetted officer.

The Mandal Parishad Development Officer **G.D.Nellore** Mandal is requested to admit the individual for duty and intimate the date of joining to the District Panchayat Officer, Chittoor.


For District Collector & Chairman, DSC,
Chittoor.

To

Sri / Smt / Kum. **M ROJA**

10 128 A, DIGUVAPADMASALI STREET , CHITTOOR , NARAYANAVANAM , NARAYANAVANAM , CHITTOOR , Pin :517581,Cell No.9502604412

Copy to the Extension Officer (PR&RD), **G.D.Nellore** Mandal.

Copy to the Mandal Parishad Development officer, **G.D.Nellore** Mandal

Copy to the Divisional Panchayat Officer, Chittoor/Madanapalle/Tirupati.

Copy to the STO/ATO, Sub-Treasury concerned for information.

Copy to the Member Secretary, District Selection Committee, Chittoor & CEO, ZP, Chittoor.

Copy to the Stock file.

Date: 17.03.2017

To
RUDRA KUMAR G
Siddhartha Group of Colleges.

Dear RUDRA KUMAR G ,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2018 in line with discussion with you. You need to complete 2 months of training (online) by September 2018. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you. Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You


(Sandeep Rao)



Date: 17.03.2017

To
SAMBA SIVAIAH S
Siddhartha Group of Colleges.
Dear SAMBA SIVAIAH S ,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2018 in line with discussion with you. You need to complete 2 months of training (online) by September 2018. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,


(Sandeep Rao)



Date: 17.03.2017

To
SANDEEP P
Siddhartha Group of Colleges.
Dear SANDEEP.P ,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2018 in line with discussion with you. You need to complete 2 months of training (online) by September 2018. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on Business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, Review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you. Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,


(Sandeep Rao)



Date: 17.03.2017

To
SASI KIRAN P
Siddhartha Group of Colleges.
Dear SASI KIRAN P ,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 July 2018 in line with discussion with you. You need to complete 2 months of training (online) by September 2018. We shall start the online training from June last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on Business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you. Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,


(Sandeep Rao)

HRD/3T/11-12/NIOT-168

May 5, 2017

Mr. SHAJAHAN SAB.K

Dear SHAJAHAN SAB.K,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **June 17, 2017**

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

**Annexure to your Offer of Employment [HRD/3T/11-12/NIOT-168] as Systems Engineer /
Systems Engineer - Trainee**

Welcome to Infosys!

Presented here are the details that refer to our offer of employment to you in the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**. This is to be read in conjunction with your offer of employment dated May 5, 2011.

Infosys has a broad-banded, Role and competency based structure and all Roles are mapped on to 9 Job Levels.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the classroom training would be purely based on business requirements. Your confirmation will be based on your positive contribution to the Company's objectives. Based on business requirement, period of training 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 training.

You will be eligible for a Training Performance - linked Incentive (TPI) which would range from 10% to 15% of the Fixed Gross Salary, based on your performance in the training program that you would undergo. The details of this scheme will be communicated on your joining.

2. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company. Further details are enclosed in the Information Sheet.

3. Earned Leave:

There would be only one type of leave, which is Earned Leave. During the 1st and 2nd year (including probationary period as well as) of service, you would be eligible for 15 working days of leave per annum. The leave eligibility shall begin in the respective quarter of your joining the Company. For example: If an employee joins the Company in quarter three of the financial year 2011 - 2012, his / her leave eligibility would start in quarter three of the financial year 2011 - 2012. For the purpose of leave credit quarter three of the financial year 2011 - 2012 will be considered as the first quarter. Please note that leave shall be credited on a pro-rated basis in the first quarter of the employee's employment.

On completion of 2 years in service, you shall be eligible for 20 working days leave per annum which would be credited to the employee on a quarterly basis. You would be eligible for the additional leave from the 3rd year onwards from the quarter succeeding the quarter in which you would be completing 2 years with the Company from the date of joining. The table below is indicative or based on the assumption that the employee joins on the first day of a quarter.

Na-

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
During probationary period	4	4	4	3	15
1st & 2nd year of service	4	4	4	3	15
3rd year onwards	5	5	5	5	20

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

Post completion of your training, your monthly Total Gross Salary will be a maximum of **Rs. 27,084** as applicable to you and has been detailed in the Compensation Details sheet (Annexure I). This salary will be effective from the 1st day of the month succeeding completion of training and allocation to the Unit.

During the period of your training, your monthly Total Gross Salary will be **Rs. 22,500** as applicable to you has been detailed in the Compensation Details sheet (Annexure II).

5. 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 as a regular employee, you will be required to give three month's notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the three month's notice period. Similarly, the Company can terminate your services by giving you three month's notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

6. Agreement:

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

7. Transfer:

Your services can be transferred to any of our Units / Departments situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

8. Health Insurance Plan: Group Health Insurance Scheme (FY 2011 - 2012):

You will be covered under the Group Health Insurance Scheme, which has various options. By default, you will be covered under the Standard Plan until you exercise your option under the scheme. Standard Plan provides you and your family including your spouse and two children up to the age of 22 years with a cover of Rs. 2,50,000 per annum. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Nandh

This Scheme helps you to enhance the coverage with various other participatory optional health insurance plans (Gold Plan & Silver Plan) by making a payment towards the subsidized premium for which you can claim tax rebates.

9. Group Life Insurance Scheme:

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust that provides you with a total life insurance cover of Rs. 40,00,000 of which Rs. 25,00,000 is covered towards natural death, and additional Rs. 15,00,000 towards an accidental death. All Infoscion become member of Infosys Welfare Trust, by one-time payment of Rs. 250 and fixed monthly contribution of Rs. 150.

10. 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 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.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

11. 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 or 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.

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

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 programme 2010 - 2011. 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.

Nav

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

In Infosys, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you.

You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company's policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non Compete Agreement" (Annexure III).

Welcome to the Infosys family.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Mr. SHAJAHAN SAB K			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC				7,730
FIXED DEARNESS ALLOWANCE (FDA)				1,100
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)				11,470
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)				1,678
MONTHLY GROSS SALARY				21,978
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)				88
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)				1,060
GRATUITY - 4.81% of (Basic + FDA)				425
FIXED GROSS SALARY (FGS) (1+2+3)				23,551
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)				27,084
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)				26,495
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)				25,906
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nava

Annexure II (Compensation during the Training Period)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME		Mr. SHAJAHAN SAB K		
ROLE / ROLE DESIGNATION		Systems Engineer / Systems Engineer - Trainee		
1. MONTHLY COMPONENTS				
BASIC		6,420		
DEARNESS ALLOWANCE (DA)		1,100		
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)		9,277		
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + DA)) being paid out on a monthly basis)		1,429		
MONTHLY GROSS SALARY		18,226		
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)		75		
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + DA)		902		
GRATUITY - 4.81% of (Basic + DA)		362		
FIXED GROSS SALARY (FGS) (1+2+3)		19,565		
5. INCENTIVE COMPONENTS				
		At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)		2,935	2,446	1,957
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)		22,500		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)		22,011		
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)		21,522		
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nana

Annexure III (Non Compete Agreement)

I, _____ do hereby acknowledge and confirm the following:-

(1) I am accepting employment with Infosys Technologies Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Technologies Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purposes of this Non Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place:

Employee Signature:

Date:

Employee Name :

Acknowledged by Infosys Technologies Limited:

INFORMATION SHEET

1. Probationary Period and Confirmation as a Permanent Employee

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company.

You would also be required to complete the STAR (Savvy, Team working, Articulate and Responsible) certification program two months prior to the first due date of confirmation. For more details on STAR certification, you are requested to contact your respective batch owners or the Infosys Leadership Institute (ILI) representatives at the training / posting location.

In addition to the performance during the training period, you are required to have all the documents as mentioned below, uploaded & approved in the e-docket application 15 days prior to the due date of confirmation. If you do not complete the e-docket on or before this date, then the confirmation would be postponed by three months from the initial due date of confirmation and you would be confirmed on the 1st day of the subsequent month only. The period of probation can be extended by 3 months per instance of non - completion for up to four times (up to a maximum of one year). Copies of the following will constitute the required documents:

- a) Class 10 (or equivalent) Marks Sheet (s)
- b) Class 12 (or equivalent) Marks Sheet (s)
- c) Graduation Marks Sheet (s)
- d) Final Graduation Degree Certificate
- e) Post Graduation Marks Sheet (s) (if applicable)
- f) Diploma Certificate (if applicable)
- g) Prior Experience Certificate (s) (if applicable)
- h) Passport
- i) National Skills Registry (employees are required to sign the document at the time of joining and the upload of the same will done by the HRD - C&B team)
- j) PAN Card ("Under Income Tax laws, disclosure of your Permanent Account Number (PAN) to Infosys Technologies Limited is mandatory. Please disclose your PAN to Infosys on or 30 days before the day of joining and note that disclosure of PAN is a pre-condition for your confirmation into the system").

You are required to complete your e-docket within 6 months from the initial due date of confirmation beyond which your services with the Company may be terminated.

2. Ex - Gratia / Bonus

You will be eligible for an Ex - Gratia / Bonus payout which would be calculated at 20% of the sum of the Basic Salary and Dearness Allowance as mentioned in the Compensation Details sheet of this letter. The mode of payment for Financial Year 2010 - 2011 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 after adjusting the advance (95%) paid out on a monthly basis. The mode of payment for each Financial Year will be determined at the beginning of the same.

Illustration:

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

3. Basket of Allowances (BOA)

The Basket of Allowances will be paid to you as part of your salary every month. The components are as follows: House Rent Allowance, Leave Travel Allowance, Medical Allowance, Transport Allowance, Children's Education Allowance and Miscellaneous Allowance.

You can split the BOA under the above-mentioned components according to your preferences and tax plans. You would be eligible for tax exemptions under the different components as per the rules determined by the Income Tax Authorities.

4. Passport & Driving License

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

5. Date of Joining Extension

As per the Company policy, only one extension in Date of Joining would be granted based on medical exigencies. The extension date would be given within the validity period of 6 months from the initial date of joining. Please note that any request for extension must be supported with documentary evidence (Medical records and certificate) . All the requests are to be sent to offer_extension@infosys.com. The Company will review the case based on the documents provided 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.

6. National Skills Registry Policy (NSR)

Infosys 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 all the people working in our industry on a web-enabled database and uniquely identify each industry person based on bio-metrics. In case you have not registered your self with National Skills Registry, you would be required to do so prior to your joining Infosys Technologies Ltd. The cost of your registration with National Skills Registry will have to be borne by you. You would be required to register with the National Skills Registry irrespective of whether you are in a technical role or a business enabling role". For more information on national skills registry for registration, please visit www.nationalskillsregistry.com. This kit contains the document on steps/procedures for NSR registration.

Note: This document gives indicative details of all plans. Their implementation is governed by policies of Infosys and applicable legal agencies and may change from time to time without prior notice. Latest details and specifics of each plan are available with the Human Resources Department.

Date: 27th Jan 2017

Name: B SOWMYA

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**



Strictly Private and Confidential

23-May-2017

SRIKANTH.T

Dear SIKANTH T ,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY18 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY18 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Based on a mutual agreement between the Company and your college/institution, you would be mandated to undergo one or all of the following training programs aimed at imparting effective work skills in order to provide a head start into the industry:

- Head Start Internship Program (herein after referred to as “HSIP”) or
- Head Start Foundation Program (hereinafter referred to as “HSFP”)

Please refer to Annexure – III & IV for more details on the above mentioned programs and its requirements.

In addition to HSIP/HSFP, Upon joining the Company, an Accenture specific training program will be conducted for a specific duration on the specific skill set assigned to you. Periodic tests will be conducted throughout this training program which you are expected to clear as per the standard process and applicable cut-offs communicated to you. You are required to score minimum 60% marks in each test and an overall aggregate of minimum 65% to qualify the Accenture specific training program. If you are unable to complete the Accenture specific training program successfully, your services with the Company may be terminated.

Additionally, on the date of joining the Company, you would be required to sign and agree to the terms and conditions of a Service Agreement. As per the terms of the Service Agreement, in the event you choose to leave the Company, before the completion of 14 months from the date of joining the Company, the Service Agreement amount of Rs. 75,000/- will be construed as debt due and payable by you to the Company. The clauses of this Service Agreement will not be applicable in cases where the Company may, in its sole discretion, elect to terminate your employment.

To indicate your acceptance of this offer and employment with Accenture, please submit a copy of this letter and the Terms of Employment, with your signature on each page. Further, at the time of joining you are required to provide all documentation identified in Annexure - II.

This offer is contingent upon successful completion of your current degree, awarded in the current academic year, with an aggregate of 60% or more.

This offer is also contingent upon us working together to determine an appropriate start date for your employment which will be communicated to you at a later date.

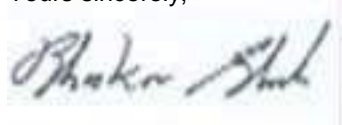
In the event a government body/authority exercising its jurisdiction and statutory power/authority seeks information pertaining to any aspect of your employment, the Company shall provide such information to the government body/authority without any notification to you. The foregoing shall be applicable 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.

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. In the meantime, please do not hesitate to contact us at campus.queries@accenture.com should you have anything you would like to discuss further.

After accepting this offer, we encourage you visit Countdown to Accenture (<http://careers.accenture.com/Microsites/countdown/Pages/welcome-india.aspx>). This on-line, interactive welcome site will help you successfully navigate the first days, weeks and months of your career at Accenture. It will also provide an interesting overview of company history – as well as tips on how to develop yourself (and your career) in the future.

In case you have any feedback/ suggestion or have any query, feel free to write an e - mail to campus.queries@accenture.com.

Yours sincerely,



Bhaskar Ghosh
Lead – Global Delivery Network for Technology, India

ACKNOWLEDGED AND AGREED:

[Insert full legal name]

ANNEXURE – I

Compensation structure for financial year 2017 (FY18) in line with Company guidelines :

Compensation Structure		
Components	Annual Amount (INR)	Description of the components of the compensation structure
Basic	96,775	35% of Fixed Compensation
HRA	48,388	50% of Basic
Conveyance	9,600	Taxable if Transport Benefit is availed
Special allowance	43,724	Cannot exceed Basic
Food subsidy	26,400	Maximum Limit provided (option of INR 13,200 also available)
Additional Special allowance	40,000	Used for Medical Allowance (Upto INR 15,000) & LTA (Upto INR 25,000)
Provident Fund	11,613	12% of Basic
Gross Annual Fixed Compensation (A)	276,500	
Local Variable Bonus (B)	23,500	Max Local Variable Bonus @ 8.5%
Gross Annual Total Cash Compensation (A+B)	300,000	

Details of the variable bonus program will be communicated to you post your joining the Company.

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

1. Effective your date of joining, Medical Insurance for self, spouse and dependent children up to INR 300,000 per annum. Premium for this will be paid by the Company.
 - You have the option of availing Accenture negotiated rates to cover your parents under a separate Insurance plan up to INR 500,000 per annum. The entire premium for this will have to be borne by you. This plan allows for coverage of pre-existing ailments.
 - For Permissible claims under the Medical Insurance plans detailed above, you will be required to contribute a defined percentage of each claim, as under :
 - 10% of such claims for self, spouse and dependent children
 - 20% of such claims for parents under the separate Insurance plan
2. Personal Accident coverage up to three times your gross annual fixed compensation
3. Life Insurance coverage equivalent to one time of your gross annual fixed compensation with a minimum cover of INR 500,000.
4. Gratuity as per law
5. One time relocation allowance subject to a maximum of INR 2,500 on submission of actual supporting as per policy.
6. Transport facility as per Company guidelines can be availed.

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

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

ANNEXURE – II

Required documentation at the time of on boarding:

1. Two copies of your recent passport size photographs.
2. Copy of X, XII and all semester mark sheets of PG & UG Degrees.
3. Copy of Degree/PG/Diploma (as applicable) certificates.
4. Passport copy, if available (if not please apply immediately).
5. Pan Card

ANNEXURE - III

Head Start Internship Program (HSIP) (if applicable)

Eligibility for Internship

You will be selected to undergo an internship program at Accenture Services Private Limited (hereafter referred to as “Company”) based on an agreement with the college management.

A Non Disclosure Agreement (NDA) is required to be signed by all the selected students to ensure compliance of the Company’s data security and privacy policies.

During the Internship

At the beginning of the internship, you will need to undergo and clear a Company specified training in order to be fully equipped to perform in your respective roles/projects.

If you are unable to complete the training successfully and pass the required tests, the Company reserves the right to discontinue the internship.

Leaves, unless agreed and approved by the Company coordinator, are not allowed during the training. Any unapproved absence will be highlighted to HR for appropriate action, which may include termination of internship. The internship is a continuous program and leaves amidst the program to attend college/classes may not be approved. Any leave taken (not just limited to emergency circumstances) during internship tenure will be considered as unpaid leave.

Medical documents in case of medical leave is subject to verification and if found inappropriate and/or insufficient, the Internship & Recruitment offer could be revoked with immediate effect.

Any unapproved and/or uninformed leave would attract disciplinary action which can result in Internship and Recruitment offer being revoked with immediate effect.

Post training, allocation to projects will solely be on the basis of project demand in any of the Company locations; student’s skill or technology preference will not be entertained. You may be asked to relocate as per the project requirement.

Projects may require you to work in a team; hence the same project could be assigned to multiple students from the same college or batch.

You can prepare a synopsis for your internship project submission after project work starts. Sharing of any internal material including but not limited to code snippets, training material or technical details for the purpose of project, presentation or any other documentation needs prior approval from the project manager based on client agreements and Company policy on confidentiality.

A Company in-house floor visit cannot be allowed to a college guide or external person for the purpose of your project preparation or analysis.

The internship is subject to satisfactory completion of verification of background or reference checks. In case of background failure, the internship with the Company will be deemed as not applicable.

Break during Internship

You will be provided a break of 3-5 working days in agreement with your college authorities for the internship project submission and viva voce. This will be informed to you after consulting the college regarding the exam schedules.

Leave for Internship project submission, viva, etc. will be granted on non payment basis.

Post the break for viva or exams, you are expected to resume internship at the Company at the allocated project location until the end of the internship period.

Checks during Internship

You are expected to be punctual, disciplined, ethical and professional in your approach to all activities dealing with Company work and resources.

You are expected to be available on all working days (Monday – Friday) or as required by the project during the internship period. You may be required to work in shifts based on project needs at any given point in time.

Your performance will be evaluated as per the Company's assessment criteria by your respective Internship assessors at the end of the internship period. Unsatisfactory performance may lead to revocation of the offer letter of employment.

You are expected to resume work at the same location after conversion as an employee. In case of a change in location, you will be informed well in advance. You may be required to relocate as per the business requirement at that point in time. Allowances for relocation after conversion will be governed by the Company's relocation guidelines for ASE career level.

Stipend during Internship

You will be paid a stipend of Rs. 10,000/- (pre-tax) per month for the internship. TDS deduction will be applicable as per the government regulations. No additional allowance(s), transportation or accommodation will be provided.

Documentation needed at initiation of internship

Photo ID proof (like Driving License or College ID card or PAN card) to verify identity

For opening up new Bank Account, please ensure you carry the documents mentioned below:

Valid Pan Card (Mandatory)

Address & ID proof (any govt. issued doc like Driving License, Passport, and Voters ID)

8 Passport size photographs

ANNEXURE - IV

Head Start Foundation Training Program (HSFP) (if applicable)

Eligibility - HSFP

You will be selected to undergo the HSFP program at your campus based on an agreement with the college management subject to the clearance of Accenture's (hereafter referred as "Company") recruitment process.

Details of the training programme - HSFP

- The contents that will be covered during the program will equip the students with technical and soft skills knowledge
- Training session timings need to be strictly adhered to i.e. 9:00 a.m. to 6.30 p.m. every day or otherwise as communicated to you; concessions on timings in any form will be subject to prior approval obtained from the Company coordinator and the institute authorities. Also, you are expected to strictly adhere to the break timings.
- 100% attendance is expected for the training sessions.
- You are expected to conduct yourself in a professional manner during all training sessions.
- Training materials provided are solely for the purpose of reference. You are recommended to also refer other books and subject guides to update your knowledge.
- Feedback forms need to be duly filled and handed over to the instructor on completion of training program.
- Dress code is business formals on weekdays & business casuals on weekends during training sessions.
- Any leave of absence has to be approved prior to the leave date by the instructor. Unplanned and unapproved leave of absence will not be accepted. Any unapproved absence will be highlighted to HR for appropriate action.

Checks during HSFP

- You are expected to attend the examinations at allotted locations/seats/laboratory. Only Internet Explorer should be used as the web browser during the examination. No other web browsers such as Firefox etc. will be allowed.
- Identity cards should be carried by every student to the training venue and examination venue.
- Any misbehaviour such as cheating or untoward actions during training or in the examination/training hall shall not be tolerated.
- User account ID, account password and the examination URL needs to be retained by all students for the duration of the training program. Sharing of user account ID and password is prohibited.
- You should attend the exam only at the designated exam hall provided by the college and should not use laptops or attend the exam from any other non designated venue.
- No mobile phones, pen drives or other gadgets are allowed during the training sessions or inside the training room/ laboratory /examination hall.
- The minimum pass percentage required to clear the examination(s) in the Head Start Foundation Training program is 60 % The offer of employment i.e., on-boarding/ joining the Company is dependent on passing the HSFP program. Strict adherence to the aforementioned terms and conditions is mandatory and any violation of the same may lead to revocation of your offer letter. Any exceptions on attendance can be made only by the Company coordinator in consultation with the institute authorities.

Date: 27th Jan 2017

Name: T M V SAI KUMAR

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**



RefNo:8KM/IR-SD/14122016

14th December,2016

To

Uma Devi M,

Dear Uma Devi M,

Congratulations! Further to your application for employment with 8K Miles Software Services Ltd, here in referred to as "Company", and the subsequent selection process, we express our intent to offer you the Role of "Associate - Cloud".

The location of reporting and training will be Chennai, India. The date of your joining will on or before 18th December, 2016

Your Total Gross Salary as applicable has been detailed in the Annexure B to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with 8k Miles as per the attachment to this letter. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The duration of the training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

Your employment will be governed by the rules, regulations and policies of the Company, which may be subject to changes from time to time.

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

This indent to offer letter is the final agreement between employee and 8K Miles and supersedes all other discussions done orally or through email.

If there is no response from your side within 5 working days the offer becomes invalid.

Welcome to 8k Miles. We wish you along, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,

For8KMiles Software Services Ltd.

R. S. Ramani

Director

Encl.: Annexure A,B,C,D to the indent to offer (as applicable to you).

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

Place: _____

Employee FullName: _____

Date: _____

EmployeeSignature: _____

Annexure A

Annexure to your Indent to offer of Employment as “Associate - Cloud”

Welcome to 8k Miles!

Presented here are the details that refer 8KM/IR-SD/14122017 to our indent to offer of employment to you in the role of “Associate - Cloud”. This is to be read in conjunction with your indent to offer of employment dated 18th December,2017. 8k Miles has a broad-banded, Role and competency based structure.

1. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the training would be purely based on business requirements and determined by immediate Manager. Based on business requirement, period of training can be extended. Your continued employment with the Company is subject to your meeting the qualifying criteria during and at the end of the training.

2. Probationary Period and Confirmation as a PermanentEmployee:

You will be on probation for a period of 6 months from the date of joining and allocation to the SBU. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the performance as discussed and agreed with you immediate Manager and on your positive contribution to Company’s Business Objectives.

3. Leave:

During Probation: There would be only one type of leave, which is CL & SL. The eligibility for the same is 1 day (CL&SL) per month and is credited on a monthly basis.

On Confirmation: On confirmation of the service of the employee, the employee is eligible for the following leaves PL: Privilege

leave Credited at the rate of 1 day per month from the date of confirmation

SL&CL: Sick and casual leave credited at the rate of 1 day per month

Please refer the hand book for detailed leave eligibility and rules.

4. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

A detailed Performance objective statement (KRA's) will be shared to you by your immediate Manager at the time of you getting assigned to the SBU. There will be quarterly performance reviews by your Manager, who will appraise you about your performance and growth / improvement areas which will be held in the month of June, Sep, and Dec. The annual performance appraisal will be conducted in the month of March. Salary increase will be based on a) individual Performance; b) growth of the SBU; c) growth of the company.

5. Notice Period:

During Probation: If your performance is found to be unsatisfactory / below par or if it does not meet the prescribed criteria, your training / employment can be terminated by the Company with 15 days notice.

On Confirmation: Upon confirmation as a regular employee, you will be required to give two months' notice in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only on the completion of the assignment but not later than the notice period.

Similarly, the Company can terminate your services by giving you two months' notice or salary thereof.

The Company may terminate your services immediately on disciplinary grounds and you will not be eligible for any terminal benefits in such cases.



Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2016100234

Ms. UMANJALI.B

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear UMANJALI.B,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst** and **A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

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 or such other extended period as Capgemini deems fit.
3. You may be required to undergo classroom training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

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

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, 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 hear from you soon. Should you have any query, please do not hesitate to contact campussupport.ig@capgemini.com .

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Sayyad Asad Kadri

Director - Recruitment

ANNEXURE 1

UMANJALI.B

Software Engineer /Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakhs Fifteen Thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

Please note: 'Post training incentive' equivalent of **INR 6,250/- per month (Rupees Six Thousand Two Hundred Fifty per month)** forms part of annual target compensation and you will be entitled for this component only after completion of 6 months from the date of joining the Organization, subjected to successful completion of fresher training. Detailed break up of annual target compensation will be provided to you at the time of joining.

Sayyad Asad Kadri

Director – Recruitment

Signature: _____

Candidate Name: HANISHA.L.

Date: _____

Mar 20,2017



Siddharth Institute of Engg & Tech
Puttur - 517583

Dear USHA SRI.G ,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as Jr. Engineer - GBS Engineering in Grade 23. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on Mar 27,2017 at 8.30am at our Chennai office. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, R M Z Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai - 96.

Your total cost to the company will be INR 2,50,000/- per annum. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to Vijaikrishnan S, Manager - GBS Engineering on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

A handwritten signature in black ink, appearing to read "Abraham Joseph", written over a light blue horizontal line.

ANNEXURE 1



Name: USHA SRI.G

Designation: Jr. Engineer - GBS Engineering

Grade: 23

Compensation Structure:

	Component	Annual (INR)	
A	Basic	69,630	Taxable Component
	House Rent Allowance	34,815	40% of Basic for Non Metro Cities 50% of Basic for Metro Cities
	Medical Reimbursement	15,000	
	Education Allowance	2,400	
	Conveyance	19,200	
	Special Allowance *	70,769	Taxable Component
	Other Allowance*	0	Taxable Component
	Cash Pay	2,11,814	
	Retirals		
B	P.F*	21,240	Employer Contribution
C	Gratuity		As per legislation
	CTC	2,33,054	
D	Target Bonus**	16,946	
	Total Target Cash	2,50,000	

Flexible Benefits Plan:

Component	Maximum eligibility per annum	Criteria for claims
Gifts	Rs. 4,500/- voucher	Annually
Meal Vouchers	Rs. 26,400/-	Monthly(Vouchers to be distributed once in a quarter)

(*) - You can also avail the above Meal Vouchers and Gifts as coupons. Please note that this is not an additional component, it will be deducted from Special Allowance/Other Allowance. If coupons are availed, then the cash portion of your salary will reduce to extent of coupons chosen and PF contribution may change as per government regulations.

(**) - You will be eligible for the quarterly variable bonus scheme and the payout target will be a percentage of your quarterly gross salary. Actual payout will be determined on the basis of Flex Worldwide/Site performance announced by corporate. Please note that to be eligible for the quarterly bonus you must be actively employed by the Company for at least fifty percent of the applicable fiscal quarter. The bonus award payment will be pro-rated to reflect the number of days actively at work during the quarter, provided, that you have worked at least fifty percent of the fiscal quarter.



In addition, there is a

- Hospitalization coverage for self and dependent's up to Rs.4,00,000/- per annum. (with 10% co-pay for dependent parents limiting upto Rs.2.5 lakhs)
- Personal Insurance Cover of Rs.10,00,000/-
- Transport facility provided for all shifts. Transport Deduction for day shift employees only who log in at 8.00 AM & 11.00 AM.
 - a. Grade 21 - Rs. 500/month
 - b. Grade 22/23 - Rs.600/month.
 - c. Grade 24/25/26 - Rs.1200/month.
 - d. Grades 27 & above - Rs. 2000/month.
- Employees, who work in the night shifts, on working days, i.e. finish work between 12:00 Midnight and 7:30 AM, are eligible for night shift allowance for every working night.
 - a. Grade 21 to Grade 25 - Rs. 300
 - b. Grade 26 to Grade 28 - Rs. 500

Data Privacy & Protection

Flex has in place Binding Corporate Rules throughout its Global Footprint as an organisation. These rules are seen by Regulators as the highest Standard of Data Protection available to any company. With these BCR's in place Flex meets the necessary criteria to hold and manage Personal data include the transfer of personal data transnationally within the Flex Organisation.

Personal data (including sensitive data) relating to you which has been or is in the future obtained by the Company may be held and processed by the Company or any associated company either by computer or manually for any purpose relating to the administration, management and operation of your employment, (including payment of wages and maintenance of attendance, performance and conduct records) or in relation to the Company's legal obligations or business needs.

Date: 27th Jan 2017

Name: V SWAPNA

Address: Sidharth Institute of Engineering and Technology;Puttur.

Sub: Conditional Offer Letter.

Further to our discussions, we are pleased to make an offer to you as “_Customer Support representative” (CRO) on the following terms and conditions:

1. Your initial place of posting will be at Bangalore.
2. You will be on probation for a period of 6 months. The probation period can be extended at the discretion of the Management.
3. You will be intimated about your Date of Joining in due course of time. You are advised to submit the documents listed below on the **day of your joining**, as a part of joining process.
4. Your annual Cost to the Company (CTC) will be **172020/-_ p.a. (Rupees One Lakh seventy two thousand twenty only)**. You will also be entitled to Provident Fund (PF), Pension under the PF Act, Employee State Insurance (ESI) benefits to you and your dependent Family members, Statutory Bonus and Gratuity as per the relevant Acts.
5. The information about your compensation is personal and strictly confidential. Please do not share these details with any person or organization internally or externally.
6. Appropriate Income Tax will be levied on salary and benefits.
7. Continuity of your services with HGS is subject to the successful completion of your Graduation course and producing the marks cards and degree certificate for verification by the company as well as thru an external investigation agency.

Your Appointment is subjected to successful completion of all subsequent rounds and assessments at HGS. On completion on your final round selection you will be issued a detailed appointment letter on the date of joining.

Please sign and return a copy of this provisional offer as a token of acceptance.

We look forward to your joining the HGS family.

Yours sincerely,

For Hinduja Global Solutions Ltd.

Authorized Signatory

Declaration:

I have read and understood the above provisional offer and hereby accept the same.

Signature of Candidate: _____

Date:27th Jan 2017

Place: Puttur

Please report at the address given below at 10:30a.m on your date of joining. Submission of the following documents is mandatory for joining. Please get the originals which will be returned to you post verification.

- a) Photo ID proof** (Ex. College ID card, Voter's ID, PAN Card, Ration Card, Driving License, Passport, Exam Hall Tickets, etc. pls. refer attachment)
- b) Certificates / testimonials of your past experience, including certificate from your last employer, if applicable.**
- c) Marks cards of your Degree / Diploma, SSLC, PUC etc.**
- d) 8 passport size color photographs, for our records.**
- e) Address Proof**
- f) One set of photo copy of all your documents.(Add:-HGS Chambers behind RNS Motors GB Palya Hosur Road Bangalore-560068**



APPOINTMENT LETTER

May 9, 2017

Dear **VENKATA SIVA KUMAR REDDY D,**

Welcome to Wipro Limited (Company/Wipro') and congratulations on your appointment as **Project Engineer**. The terms of your employment with the Company is listed below. Please be informed that the terms may be modified pursuant to changes in the Company policy updated from time to time.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining, unless otherwise communicated in writing by the Company.
- b. You will be on probation for a period of 12 months from the date of your appointment. On completion of the probation period, your appointment shall be confirmed at the discretion of the Company based on your performance and other criteria as applicable to your band and stream. Unless confirmation is communicated in writing, your probation period shall be deemed to have been extended.
- c. The retirement age is 58 years.
- d. You may be transferred to any other location, department, function, establishment, or branch of the Company or subsidiary, associate or affiliate company, in such capacity as the Company may from time to time determine. In such a case, you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Company locations in India to suit customer requirements by operating 24x7. You would be operating from any of these locations and in any of the shifts, including night shift, as may be decided by the Company, keeping in mind the business needs and deliverables to customers.
- f. This offer of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by the Company for your role, and any other criteria specified by the Company in terms of your educational qualifications on/before the date of appointment.
- g. The copy of this letter duly signed by you, has to be mandatorily submitted on the date of joining,

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III - Salary Offer Sheet.
- b. Variable Pay - The details of this component are listed in Annexure V. The Variable Pay program may be changed or modified in part or full thereof from time to time, at the sole discretion of the Company.
- c. Other compensation and benefits in accordance with Company policy as modified and intimated to you from time to time.
- d. Your salary will be reviewed periodically as per Company policy.
- e. Changes in your compensation are at the Company's discretion and will be subject to and on the basis of your effective performance and the performance results of the Company during your period of employment and other relevant criteria.

3. Other Benefits:

You will also be eligible for:

- a. Leave, holidays and working hours as applicable to your stream and location of posting.
- b. Perquisites, if any, as applicable to your band and stream and / or based on functional requirements as determined by the Company.
- c. Participation in the Company's Provident Fund Scheme (PF) as per the policies applicable to your band and stream.
- d. Leave Travel Assistance (LTA) as per the Company's policy.
- e. Wipro Medical Assistance Scheme (MAS) provided you are not covered under the purview of the ESI Act. Contributory Medical Insurance for your band.
- f. Employee Benefits Program sponsored and administered by the Company for management employees, comprising of pension plan or gratuity plan, survivor benefit plan and industrial injury benefits.
- g. Please refer to the detailed policies in the Company's intranet portal i.e. mywipro.wipro.com

4. Responsibilities:

- a. In view of your position and office, you would be expected to perform all responsibilities effectively, diligently and to the best of your ability and ensure results. There may be times when you will be expected to work extra hours to achieve the above when the job so requires. At all times, you are required not to engage in activities that have or will have an adverse impact on the reputation / image and business of the Company, whether directly or indirectly.
- b. You may be required to undertake travel for business purposes for which you will be eligible for reimbursement of travel expenses as per the Company policy applicable to you.
- c. We are committed to ensure 'Integrity' in all aspects of the Company's functioning. You are expected to comply with all the applicable policies of the Company including the Code of Business Conduct and Ethics ('Policies') as they form an integral part of the terms of your employment with Wipro. Consequently, you are required to understand the scope and intent behind these policies and to comply with the same. These Policies are updated / modified on a periodic basis and new policies may be introduced and notified to employees from time to time and you will be required to comply with the same.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



- d. Consistent with (c) above, any matter or situation or incident that may arise that could potentially result, or has resulted, in any violation of the Policies or the terms of your employment, shall immediately be brought to the notice of your Business Unit Head and appropriate disciplinary action will be initiated.

5. Conflict of Interest:

- a. You are required to engage yourself exclusively in the work assigned by Wipro and you shall not take up any independent or individual assignments (whether part time or full time, in an advisory capacity or otherwise) directly or indirectly without the express written consent of your Business Unit Head.
- b. You shall ensure that you shall not, directly or indirectly, engage in any activity or have any interest in, or perform any services for any person who is involved in activities, which are or shall be in conflict with the interests of Wipro.
- c. The Conflict of Interest Policy also refers to the need on your part, during your employment and for a period of one year from the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation) not to solicit, induce or encourage:
 - i. Any employee of the Company to terminate their employment with the Company or to accept employment with any competitor, supplier or any customer with whom you have a connection pursuant to your employment with the Company.
 - ii. Any customer or vendor of the Company to move his existing business with the Company to a third party or to terminate his business relationship with the Company.
 - iii. Any existing employee to become associated with, or perform services of any type for any third party.
- d. In case of any conflict or doubt, please discuss the matter with your Business Unit Head, to understand the Company's position on this and resolve the conflict.

6. Confidentiality:

- a. In consideration of the opportunities, training and access to new techniques and know-how that will be made available to you, you will be required to comply with the Confidentiality Policy of the Company. Therefore, please maintain all Confidential Information as defined from time to time in the Confidentiality Policy of the Company, as secret and confidential and do not use or disclose any such Confidential Information except as may be required under obligation of law or as may be required by the Company and in the course of your employment. This covenant shall endure during your employment and beyond the cessation of your employment with the Company (irrespective of the circumstances of, or the reasons for, the cessation).
- b. In your work for Wipro, you will be expected not to use or disclose any confidential information, including trade secrets, of any former employer or other person with whom you have an obligation of confidentiality and by signing below you affirm that you have no conflicting obligations or non-compete agreements that would prevent you from working without limitation for the Company.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





7. Assignment of Intellectual Property

In connection with your employment and during the term of your employment, upon conception or creation, you shall disclose and assign to Wipro as its exclusive property, all inventions, ideas, concepts, discoveries, techniques, and improvements (including, without limitation, legal documents, training materials, computer software and associated materials) developed or conceived by you solely or jointly with others (whether or not during business hours), and shall comply with the Policies of Wipro in relation to Intellectual Property.

8. Non-Compete

In the course of your employment with the Company you will be providing services to customers or clients of the Company during which process you will be handling sensitive information including but not limited to key customers of the Company, competitor information, customer sensitive information ('Confidential Information'). You acknowledge and recognize that Confidential Information available to you, if leaked, would cause irreparable harm to the Company and its protection is of utmost importance to the Company. You confirm that for a period of six (6) months after separation of your employment from the Company (irrespective of the circumstances of or the reason for the separation), you will not accept any offer of employment from a customer or client with whom you have interacted or worked in a professional capacity representing the Company during the six (6) months preceding the date of separation.

9. General:

This offer of appointment is subject to the precondition that you have not provided us with any false declaration and/or documentation or willfully suppressed any material information. If at any point of time, it is brought to our notice that you have submitted fabricated documentation or made false representation or willfully suppressed material information, you shall be liable to be removed from service with immediate effect and the Company reserves its right to initiate appropriate action as per applicable policy and /or enforce remedies available to us under law.

Please note that you are required to inform us if there are any agreements, oral or written, which you have entered into and which may relate to or affect your commitments under this employment contract.

- a. You acknowledge that you have understood the terms of this employment contract and that you are aware that the specific performance of the terms of this employment contract may be enforced legally, if required. In this connection, if any of the provisions of this letter of appointment are declared or found to be void or unenforceable due to any reason whatsoever, the remaining provisions of this letter shall continue in full force and effect.
- b. These employment terms supersede and replace any existing agreement or understanding, if any, between the Company and you on the same subject matter.
- c. You warrant that you are not prevented by any court or by any other administrative or judicial authority or order from providing the services required under this employment contract. In the event that you are not a citizen of the country of posting, you should have a valid work permit to work in the country of posting.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



- d. Your appointment shall be treated as withdrawn in case:
- i. You have not scored minimum aggregate marks of 60% in your 10th Standard or equivalent education.
 - ii. You have not scored minimum aggregate marks of 60% in your 12th Standard or equivalent education.
 - iii. For Graduates: You have not scored minimum aggregate marks of 60% in your graduation.
 - iv. For Post Graduates: You have not scored minimum aggregate marks of 60% in your graduation and 60% in post-graduation.
 - v. You have any pending backlogs/ arrears on the date of appointment.

10. Training Agreement:

As part of your smooth transition from campus to corporate, the Company shall be providing you extensive training through learning interventions from the time of your selection to on-boarding. You shall be provided an opportunity to learn in Pre-Joining programs, Self-directed learning modules, MOOCs, in-classroom learning, on-the-job training, Top Gear modules, and / or customer specific tools and technology learning. Through this extensive training the Company makes significant investment for your project readiness and successful journey in the projects. In consideration of the Company reposing confidence in you and providing you with the opportunity to undergo the training as detailed above and in consideration of the company bearing all the costs in connection with the training besides paying you normal salary and benefits, you solemnly agree to complete the training and continue your employment with the company for a period of **at least** 12 months commencing from the date of your joining. In case you choose to leave the Company before the expiration of the said period or if your services are terminated before the expiration of the said period, for any reason whatsoever, you shall **be liable to** pay to the Company liquidated damages of upto Rs. 75,000/- (Rupees Seventy Five Thousand only) in the manner defined in the training agreement, signed by you with the Company.

11. Notice Period & Termination:

Your employment with the Company shall be terminable, without reasons, by either party giving one-month notice during probationary period and three months' notice on confirmation. The Company reserves the right to pay or recover salary in lieu of notice period. Further, the Company may at its discretion relieve you from such date as it may deem fit even prior to the expiry of the notice period. However, if the Company desires you to continue the employment during the notice period you shall do so. Notice period and termination of employment contract shall be governed by the applicable internal policies of the Company as updated from time to time.

On acceptance of separation notice, you will immediately hand over to the Company before you are relieved, all correspondence, specifications, formulae, books, documents, cost data, market data, literature, drawings, effects and comply with all the relieving formalities required by the Company. Further, you shall not make or retain any copies of these items.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



12. Pre Joining Program (PJP):

During the time period between your offer and onboarding, the Company will provide you an online, self-directed learning opportunity through a Pre Joining Program(PJP). You will be given a specific technology track to learn and we urge you to utilize this opportunity to gain hands-on experience so as to enable you to obtain a suitable project.

Please confirm that the above terms and conditions are acceptable to you and that you accept the appointment by submitting a signed copy of this letter of appointment with your original signature on the date of joining.

Yours sincerely,
For **Wipro Limited**,

A handwritten signature in black ink, appearing to read "Sunil Kalachar", is written over a horizontal line.

Sunil Kalachar
General Manager – Talent Acquisition

I have read, understood and agree to accept the employment on the terms and conditions herein.

I shall be reporting for duty on ___/___/___

Name: _____

Signature: _____ Date: ___/___/___

Place: _____

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE I

DECLARATION ON CONFLICT OF INTEREST

Wipro Limited has adopted a conflict of interest policy in respect of its employees. This policy is intended to avoid conflict between the personal interest of an employee and the interest of the company in dealings with suppliers, customers and all other organizations or individuals doing or seeking to do business with the company.

Noted below are a few examples of conflict of interest:

- a. For an employee or any dependent member of his family to have an interest in any organization, which has business dealings with the company where there is an opportunity for preferential treatment to be given or received, except where such an interest comprises of securities in widely held corporations which are quoted and sold in the open market or the interest is not material.
- b. For an employee or any dependent member of his family to buy, sell or lease any kind of property, facilities or equipment from or to the company or any affiliate or to any company, firm or individual who is or is seeking to become a contractor, supplier or customer, except with the knowledge and consent of top management.
- c. For an employee to serve as an officer, director or in any other management capacity or as a consultant of another company or organization doing or seeking to do business with the company or an affiliate except with the knowledge and consent of top management.
- d. For an employee to use or release to a third party any data on decisions, plans, competitive bids or any other information concerning the company, which might be prejudicial to the interest of the company.
- e. For an employee or any dependent member of his family to accept commission, a share in profits or other payments, loans (other than with established banking or financial institutions), services excessive entertainment and travel or gifts of more than nominal value from any individual or organization doing or seeking to do business with the company.

I have read the above mentioned 'Conflict of Interest' policy and I declare that there is no 'Conflict of Interest' in my employment. If in future any conflict arises, I will immediately inform my supervisor and notify the top management.

Name:

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Compliance to Company's Code of Conduct to Regulate, Monitor and Report Trading (Code) by Insiders

Insider Trading is prohibited by both Law as well as by Wipro Limited's (hereinafter to as the "Company") internal policy. Insider trading generally involves the act of subscribing/buying/ selling or dealing in the Company's Securities, while in possession of any Unpublished Price Sensitive Information (hereinafter referred to as "UPSI") about the Company. It also involves disclosing or procuring any UPSI about the Company to/from others who could subscribe or buy or sell or deal in the Company's Securities.

As an employee of the Company you are considered as an Insider and accordingly advised as below:

1. Trading when in possession of UPSI: Employees are strictly prohibited from trading in the Securities of the Company when in possession of UPSI concerning the Company. Trading in securities of the Company is also prohibited for certain designated employees when the trading window is closed. For details please contact: polyclearinghouse@wipro.com.
2. Communication or procurement of Unpublished Price Sensitive Information (UPSI): Employee shall seek, communicate, provide or allow access to "UPSI of the Company to others only for legitimate purposes, performance of duties and discharge of legal obligations and strictly on a need-to-know basis. Employees are strictly prohibited from the following:
 - a) Counseling or disclosing or communicating UPSI to any other person including spouse and/or relatives, except on a need to know basis.
 - b) Counseling as well as expressing opinions or making any recommendations to any person on the Securities of the Company when in possession of any UPSI.
 - c) Unauthorized disclosure or communication of UPSI.
 - d) Procuring any UPSI from others
3. Individual and Personal Responsibility: As per the Code, Company can take appropriate actions like wage freeze, suspension, termination of employment on employees involved in Insider Trading. Insider trading also attracts severe civil and criminal penalties not only on the Insider but also on the Company in certain circumstances. The penalties levied on the employee will not be borne by the Company and the employee individually is responsible.
4. Disclosure requirements: Every employee of the Company and their Immediate Relatives shall disclose to the Company the number of securities acquired or disposed of within two trading days of the transaction if the value of the securities traded, whether in one transaction or a series of transactions over any calendar quarter, aggregates to a traded value in excess of ten lakh rupees.

For more details on procedures and guidelines, employees are requested to refer the Company's Code of Conduct to Regulate, Monitor and Report Trading by Insiders. Or write to polyclearinghouse@wipro.com.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE II

PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT, 2000

I-----, confirm that I am voluntarily sharing my Personal Information including documents with Wipro Limited ('Wipro') for the following purposes:

- a. validating my Curriculum Vitae and retaining records on the same for any future reference/verification;
- a. processing my job application including background verification checks;
- b. employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information including documents by Wipro for any future reference/verification and authorize Wipro to transfer the same to a third party. I understand that 'Personal Information' means any information including documents, relating to me that is available with Wipro and is capable of identifying me."

Name:

Date: / /

Signature.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE III

SALARY OFFER SHEET

Name : VENKATA SIVAKUMAR REDDY D

Position: Project Engineer

Career Group: TRB - II

You shall receive salary as detailed below.

COMPONENT	AMOUNT (INR)
Basic	11,667
HRA	5,834
Bonus	2,333
Wipro Benefits Plan (WBP)	4,854
Total Fixed Cash	24,688
PF (Employer Contribution)	1,800
Gratuity (5.31% of Basic)	620
Total Fixed Compensation	27,108
Other Compensation Benefits	
Health benefit (Medical)	600
Variable Pay	
Target Variable Pay (5% of CTC)	1,459
Target Cost to Company per month	26,667
Total Cost to Company per annum	3,20,004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Apart from the standard salary components, **Project Engineers** are also entitled to the following unique **Company Benefits** to help you manage during exigency.

- a. Interest free loan of Rs.20,000/- towards housing deposits or towards purchase of two wheeler
- b. Contingency loan of Rs.50,000/- towards housing deposits or illness, death in immediate family or self-marriage
- c. Medical assistance of Rs.15,000 per annum for employees who are not covered under the ESI scheme.
- d. Medical Insurance Coverage up to Rs 2lac per annum.

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE – IV

I hereby confirm that I shall submit the required academic certificates including but not limited to mark sheet and Provisional or Convocation Degree Certificate within 3 months from my date of joining. I understand that my employment is subject to my aggregate meeting the Company's eligibility criteria and submission of the above mentioned documents.

I hereby declare that all the particulars mentioned above are true to the best of my knowledge. In the event of my failure to submit the above mentioned documents or in case of any discrepancy, I shall be liable for immediate termination of my employment with the Company.

Name:

Date: / /

Signature:.....

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





ANNEXURE – V

Variable Pay - A BRIEF OVERVIEW

Variable Pay Policy Summary & Computation:

Variable Pay is a variable component in your salary stack which would be paid out on a quarterly basis. It would be linked to the following parameters:

- a. Individual linked parameter: Based on number of days billed in a quarter. This factor is applicable only for employees joining in billable roles in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3. This would comprise of 100% of your Variable Pay amount. (for employees joining in these Bands in Support roles and central functions 100% of Variable Pay would be linked to revenue and OM as mentioned in (b) and (c) below)
- b. Revenue achievement linked parameter: Based on the Revenue achievement of your Business Unit / Vertical / Service Line. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.
- c. OM linked parameter: Based on Operating Margin achievement of your Business Unit. This would be linked to 50% of your Variable Pay payout. This is applicable only for employees in Bands Team Rainbow, A1, A2, A3, B1, B2 and B3 joining in Support roles.

The Variable Pay payout amount is liable to vary as per the performance on the above parameters.

The Variable Pay program may be changed / altered or modified in part or full thereof from time to time, at the sole discretion of the management. It is mandatory for you to complete the quarter for which the Variable Pay applies i.e. you should be on the rolls of the Company on the last working day of the quarter to be eligible for payout under the program.

For more details please refer to the policy hosted on myWipro à My Information Source à My Policies à View All Policies à (Select Country) à My Financials à Compensation à Variable Pay.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





SOME ADDITIONAL INFORMATION ON THE SALARY OFFER

Basic, Additional Allowance and Bonus:

This are fixed monthly components of your salary and are taxable. They do not vary every month, and are fixed for a particular period.

House Rental Allowance:

HRA is given to the extent of 50% of your Basic. HRA exemption is applicable as per IT rules on submission of rent receipts.

Wipro Benefit Plan (WBP):

Wipro Benefits Plan (WBP) is basket of various allowances/ expenses considered for Income Tax exemption. Under WBP, you will be granted Leave Travel Allowance and Education Allowance. Benefits regarding the use of Telephone/Mobile phone, Non-transferable Meal card can also be availed under the Plan. The actual expenses incurred towards these components are eligible for exemption as per the prescribed Income Tax rules applicable. Thus, you will be subjected to tax for the portion of the allowances that is not exempt. The Income Tax exemption for benefits availed are subject to submission of proofs or other conditions as may be prescribed in this policy. Wipro will grant a Group Allowance, which will be computed after reducing the aggregate cost of allowances/benefits availed under WBP and related recovery of Perquisite Tax and associated charges. Following are your WBP Entitlements:

1. Leave Travel Allowance:

New employees are eligible for LTA provided leave is taken as per the rules of Wipro. For details on Income Tax exemption please refer to [myWipro](#) on joining. The maximum LTA that can be considered for IT exemption is Rs 50,000.

2. Telephone/Mobile Phone Allowances:

The amounts paid by you towards telephone rentals (both landline and mobile) rentals are also towards broadband/ modem hub/ routers/ GPRS etc. for internet usage plans are eligible for IT exception up to Rs. 19,800 per annum under WBP as per prescribed limit in the policy. No expenses in respect of rentals or other charges for pre-paid connections will be eligible under this head.

3. Non-transferable Meal card:

An amount of Rs. 1100 / 2,750 per month towards purchase of Non-Transferable Meal card is eligible for IT exemption under WBP.

4. Education Allowance:

An amount of Rs.100 (additional 300 in case of child in hostel) per child per month up to a maximum of 2 children is eligible for IT exemption under WBP.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



5. **New Pension System:**

You can contribute between 5% up to 10% of your Basic towards NPS and declare it under WBP. This will be over and above Sec 80C investments.

Retirement Benefits:

It consists of:

- a. **Provident fund-** Where basic is higher than INR 15,000- 12% of your Basic towards Provident Fund. In cases where basic is lower than INR 15,000- Minimum of 12% of (Basic + WBP + Additional (Where applicable) or INR 1800 pm
- a. Notional sum indicating contribution of 5.31 % of your basic towards provision for gratuity.

Employees will be eligible for payment of gratuity as per the Wipro policy on the same.

Accommodation, Food & Other Miscellaneous Expenses

- a. You would be entitled for Rs.1000 per day for 8 days (total amount of Rs.8,000) from the date of appointment. You may utilize this amount towards accommodation, food & other miscellaneous expenses. This would be paid as a lump sum amount and you would not need to submit bills towards usage of this amount.
- b. If your posting location (the location where you would be based out of after training) is different from the training location (location where you undergo initial training), you would be entitled for the following:
 - i. Settlement and Miscellaneous Expenses: Rs.1200 per day for 7 days (total amount of Rs. 8,400) from the date of reporting to the posting location. You may utilize this amount towards boarding, lodging, conveyance & other miscellaneous expenses.
- c. Campus joiners would not be eligible for accommodation at the Wipro guest houses.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





SUMMARY • SOCIAL SECURITY & OTHER BENEFITS*

Medical

1. Medical Assistance Program (MAS): This is a medical scheme covering you, your spouse and your children to the extent of Rs.15000 per annum. **This scheme is not applicable for employees covered under the Employee State Insurance Act (ESI)**. This limit will be prorated based on your joining and exiting months in a financial year. The amount mentioned as Medical allowance in your salary stack is a notional figure and it indicates average outflow per month and per employee towards MAS. Medical is a reimbursable amount, i.e., it will be paid at actuals on making a claim.
2. Mediclaim: You are eligible for a floater coverage of Rs 2,00,000 per annum for family (self, spouse & children) towards hospitalization. There will be a deduction from your monthly payroll which will vary based on your marital/family status, the floater sum insured as per your job grade and any top-up plan opted by you. 10% of the claim amount has to be borne by you.

If you wish to enhance the coverage, Top up cover options are also available for a highly negotiated premium. More details on the policy are available on My Policies Section in myWipro which is accessible on joining.

3. Annual Health check: Company paid Annual health check-up program is available for employees above 40 years of age.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





Gratuity Benefit: Up to Rs. 20,00,000

This provides you a lump sum benefit up to a maximum of INR 20 LPA to be calculated and payable as per applicable laws.

Survivor Benefit Pension Program:

The Survivor Benefit Plan's objective is to provide a monthly income to the surviving spouse and children of an employee, in the unfortunate event of death while in service. The pension payable is based on last drawn basic salary at the time of death, number of years till retirement, number and age of surviving members.

E.g. If an employee is in Grade B3 with basic of Rs. 15,000 per month and the remaining period before retirement at time of his death is 20 years and he has a surviving spouse and two eligible children, the supplementary Pension payable per month would be as follows: Basic * No of years to Retirement * Grade Factor * % based on number and age of surviving members.

I.e. $15,000 \times 20 \times 2.7\% \times 80\% = \text{Rs. } 6,480$ per month as supplementary pension payable. *Grade Factor is a band specific pre-defined pension Accrual rate.

Loans:

Interest Free Loan: An interest free loan of Rs. 20,000 as per policy is available to facilitate your settling down. The amount is primarily intended to cover housing deposit/assistance towards purchase of two wheeler. This is recovered in 10 equal installments.

Contingency Loan: An Interest free contingency loan of Rs. 50,000 or two months monthly gross whichever is lower as per policy can be availed in case of contingency. This would be recovered in 20 equal installments. Any loan taken above Rs. 20,000 will be liable to tax on the notional interest cost as per CBDT rules.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800





1. Your Life and Accident Cover:

a. Group Personal Accident Insurance (GPAI) Program: Rs. 12,00,000 Through GPAI you are covered by way of round-the-clock risk coverage against any accidents occurring while at work or outside of work resulting in partial or total disablement or casualty. Even on temporary disability due to Accident you get compensated for loss of wages on account of leave due to Accident of upto Rs. 5,000 per week. In case of Death due to accident, your total cover would be 26 lacs (12 Lacs + 14 Lacs). Employees can also get an extra coverage for a nominal and highly negotiated premium.

b. Group Life Insurance Program: Rs. 14,00,000 In the unfortunate event of death on account of either accidents or natural causes, your surviving family members would be eligible for an insurance cover. Employees can also get an extra coverage for a nominal and highly negotiated premium.

Please note: More details on the above mentioned policies are available on My Policies Section in My Wipro accessible on joining. Access through My Wipro -> My Policies -> India > My Financials -> Group Life Insurance/ Personal Accident

The policies mentioned here are policies of the Company as on date, this is subject to change in future as per policies of the Company from time to time.

1. Voluntary Superannuation Policy (VSS)

Wipro Voluntary Superannuation Plan offers an easy and convenient way to help you lead a happy and tension free life by planning your retirement. Starting contribution to pension plan at an early age gives you enough time to contribute towards building your retirement corpus and leverage the compounding interest earned by the corpus year on year. You simply have to choose the scheme that suits your investment horizon and risk tolerance.

A voluntary defined contribution Plan wherein you will have an option to enroll and choose your Pension Service Provider (PSP) within 30 days from the date of joining the company.

We currently have tie-ups with two leading PSPs to manage the superannuation funds. LIC & ICICI offer a superannuation scheme which offers interest on accumulated balance every year. ICICI Prudential also has an Unit Linked Superannuation scheme which offers you a market linked return, range of fund options to suit your risk appetite & transparent fund management.

The enrollment option can be exercised only once in the service with the organization and cannot be reversed once made. VSS enrollment window period will, also, be available once every financial year. The Company, on behalf of the member employee, shall contribute 15% of basic salary, towards the scheme selected by the member. In case 15% of basic exceeds Rs.1,50,000 per annum, member employee will have an option to restrict the contribution to Rs.1,50,000 per annum to avoid perquisite tax (perquisite tax is applicable on contributions exceeding Rs.1,50,000 every year).

Annual pension contribution amount is re-adjusted from fixed cash component and will reflect under 'Pension' component in the salary stack of the enrolled member. The accumulated contribution amount and the interest earned (or the corpus) can be utilized to avail the retirement benefits.

For further clarity, please refer the Policy on My Wipro -> My Information Sources > India -> My Financials-> Deferred Benefits-> Voluntary Superannuation Scheme. After reviewing the related documents if you wish to enroll into VSS, please log onto My Wipro-> My data->My Financials-> Pension, and exercise the option within 30 days of joining the Company. In case you miss enrolling into VSS in this window period, you can do the same in the window period that is available for all employees once every financial year.

Registered Office:

Wipro Limited T : +91 (80) 2844 0011
Doddakannelli F : +91 (80) 2844 0054
Sarjapur Road E : info@wipro.com
Bengaluru 560 035 W : wipro.com
India C : L32102KA1945PLC020800



April 3, 2017

Dear K.U. VENKATESH
B.Tech, Electrical and electronics engineering
Siddharth Institute of Engineering and Technology.

Address: Ascendas Phase 1, 4th Floor,
Pinnacle Building, International Tech
Park, Taramani Road, Taramani,
Chennai, Tamil Nadu 600113.

Candidate ID: 7881509

In further Continuation to our discussions, we are pleased to offer you the role of **Junior Analyst Trainee** in Amararaja Pvt. Ltd, Hyderabad.

During your probation period of 24 months, which includes your training program, you are entitled to an **Annual Total Remuneration of Rs. 66000**. This includes incentive indication of Rs.10, 000 as well as adaptive contribution of Rs.12000 towards benefits such as Medical, Accident, Life Insurance.

Your appointment governed by the team and condition of employment presented. Your also rules governed by other rules, regulations and practices those that may change from time to time. At the time to joining please submit the following documents.

- Photocopy of Certificates and Mars sheets
- Four Passport Size Colored Photos
- PAN Number, Aadhaar Card

We look forward for joining us. You have further questions or clarifications please reach us at www.amararaja.com

Yours Sincerely

For Amararaja Group of Companies Pvt. Ltd.,

A handwritten signature in black ink, appearing to read "M. Vaidya", with a horizontal line underneath it.

HR Manager

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

Signature:

Date:

July 6, 2017

Ms. A K RAMYA,
D. No. 20/156
Tirupati Rd,
Pichatur,
Andhra Pradesh 517581

Dear Ramya,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. A K RAMYA,
D. No. 20/156
Tirupati Rd,
Pichatur,
Andhra Pradesh 517581

Dear Ramya,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month**. The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. B Sindhu Priya
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

July 6, 2017

Ms. A Roopa Manjari
#98/1, Sai Nagar Colony,
Nagari, Chittoor(dist) - 517589
AP, India

Dear A Roopa Manjari,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. A Roopa Manjari
#98/1, Sai Nagar Colony,
Nagari, Chittoor(dist) - 517589
AP, India

Dear A Roopa Manjari,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

29-Oct-2017

Dear ANIL KUMAR.A,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294784

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Annexure A

Name:	ANIL KUMAR.A	Designation:	Programmer Analyst Trainee
-------	--------------	--------------	----------------------------

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

ANIL KUMAR T,
Tirupati.

Dear

ANIL KUMAR,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	ANIL KUMAR T	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.



Offer: Computer Consultancy

Date: 23/06/2017

Ms. ANUSHA M,
D.No: 22-977/3,
Kattamanchi,
Chittoor,
Andhra Pradesh 517001.

Dear ANUSHA,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
- An affidavit/notarised undertaking stating:
- *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. ANUSHA M
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



Offer: Computer Consultancy

Date: 23/06/2017

Ms. ANUSHA N,
Narasimhatheertham Rd,
Opp. LIC of India,
Balaji Colony,
Tirupati,
Andhra Pradesh 51750.

Dear ANUSHA,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
- An affidavit/notarised undertaking stating:
- *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. ANUSHA N
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

July 6, 2017

Mr. ANVESH RAJU G,
4-1671/1, Durga Nagar Colony,
Greampet, Chittoor,
Andhra Pradesh 517002.

Dear ANVESH RAJU,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. ANVESH RAJU G,
4-1671/1, Durga Nagar Colony,
Greamspet, Chittoor,
Andhra Pradesh 517002.

Dear ANVESH RAJU,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

ASHOK KUMAR B,
Tirupati.

Dear

ASHOK KUMAR,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	ASHOK KUMAR B	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.

Letter of Intent

24 February 2017

AVINASH REDDY C

Siddharth Institute of Engineering & Technology
Chittoor

Dear **AVINASH REDDY**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com

July 6, 2017

Ms. Bathala Sindhu Priya

1-246, Krishna Nagar

Puttur, Chittoor(dist) - 517589

AP, India

Dear Sindhu Priya,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. Bathala Sindhu Priya

1-246, Krishna Nagar

Puttur, Chittoor(dist) - 517589

AP, India

Dear Sindhu Priya,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

29-Oct-2017

Dear BHARGAV.V S,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294784

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Annexure A

Name: BHARGAV.V S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

BHARGAVI K,
Tirupati.

Dear

BHARGAVI,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	BHARGAVI K	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.



Offer: Computer Consultancy

Date: 23/06/2017

Mr. CHAITHANYAKUMAR RAJU C,
9 66 14 A,
AIR Bypass Rd,
New Maruthi Nagar,
New Balaji Colony,
Tirupati,
Andhra Pradesh 517501

Dear CHAITHANYAKUMAR RAJU,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



Postgraduate)

- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Mr. CHAITHANYAKUMAR RAJU C
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

Letter of Intent

24 February 2017

CHAMANI J

Siddharth Institute of Engineering & Technology
Chittoor

Dear **CHAMANI**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



Offer: Computer Consultancy

Date: 23/06/2017

Ms. CHANDANA LASYA K S,
164, Prakasam Rd,
Balaji Colony,
Tirupati,
Andhra Pradesh 517501

Dear CHANDANA LASYA,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



- Postgraduate)
- Birth Certificate / Proof of Age
 - Work permit and/or any other documentation as prescribed by Government of India
 - Passport
 - 6 photographs
 - Medical Certificate
- An affidavit/notarised undertaking stating:
- *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. CHANDANA LASYA K S
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

23-JUL-2017

Mr. CHANDRA SEKHAR T
Chittoor (Ap) - 517501

Subject: Offer of Appointment

Dear **Mr. CHANDRA SEKHAR**

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

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer** at **Band 'U' and Sub Band 'U1'** under **ELTP Scheme**.
2. You will be on probation for a period of **6 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement**"(**ELITE**) will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
 - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
 - Meeting the set eligibility criteria at the end of your academic course
 - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
 - Submission of all necessary legal documentation pertaining to your employment.

7. You are required to sign a **service bond (Draft at Annexure J)** with our organization for a sum of **Indian Rupees 1,00,000/- (Rupees One Lakh Only)**. As per the bond you will be required to serve the Company for a minimum period of **2 years** from the date of your joining. In case you fail to submit the service bond on the date of joining or such other extended timeline informed to you, the Company reserves the right to terminate your employment by giving a seven days' written notice to you. In case you are not posted at your home town, you are entitled to a one-time settlement allowance not exceeding **INR15,000/- (Rupees Fifteen Thousand Only)** towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.
8. Your employment with us will be governed by terms and conditions as specified in **Annexure C**.
9. You are required to join on **30-JUL-2017** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.
10. You are requested to report to **Chitrangda Parihar** at **9:00 AM** to complete the joining formalities at **TECH MAHINDRA LTD,PLOT NO 01, RAJIV GANDHI INFOTECH PARK, PHASE 3, HINJEWADI, PUNE,SPECIAL ECONOMIC ZONE,PUNE-411057(MAHARASHTRA),INDIA**. At the time of joining, you are expected to carry originals of the documents as per **Annexure D** and to submit the copies of the same to the HR Team.
11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
12. Kindly confirm your acceptance of this offer of appointment to **campusjoining@techmahindra.com** by **30-JUL-2017**.

For Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

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

Date:

Signature:
CHANDRA SEKHAR M

ANNEXURE - A

NAME	Mr CHANDRA SEKHAR M	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	PUNE	
	COMPONENTS	Per Annum (All figures in INR)
	BASIC (@30% OF TOTAL FIXED PAY)	67,712
	HRA (@50% OF BASIC)	33,856
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	8,125
	FLEXIBLE COMPONENTS OF TFP	92,013
	TOTAL FIXED PAY.....(A)	2,25,706
	TOTAL VARIABLE PAY (TVP).(B)	25,079
	ADDITIONAL BENEFITS.....(C)	9,215
	GRATUITY	3,257
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAL)	5,958
	TOTAL COST TO COMPANY.(D) = (A) + (B) + (C)	260,000

- 1. Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- 2. Flexible Benefit Plan (as applicable):** , You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.

Component	Max Limit
Leave Travel Assistance	12,000
Meal Card	26,400

(Contd...)

ANNEXURE A (Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:

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


4. **Deductions:**

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

Notes:

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

For Tech Mahindra Limited,



Venkat Paturi
Head - Resource Management Group

ANNEXURE - B

NAME	Mr CHANDRA SEKHAR M	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	PUNE	
	COMPONENTS	Per Annum (All figures in INR)
	BASIC (@30% OF TOTAL FIXED PAY)	85,037
	HRA (@50% OF BASIC)	42,519
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10,204
	FLEXIBLE COMPONENTS OF TFP	1,21,695
	TOTAL FIXED PAY.....(A)	2,83,455
	TOTAL VARIABLE PAY (TVP).(B)	31,496
	ADDITIONAL BENEFITS.....(C)	10,049
	GRATUITY	4,091
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	5,958
	TOTAL COST TO COMPANY.(D) = (A) + (B) + (C)	325,000

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay

Component	Max Limit
Leave Travel Assistance	12, 000
Meal Card	26,400

(Contd...)

ANNEXURE B(Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:

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

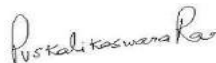
4. **Deductions:**

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

Notes:

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

For Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

ANNEXURE - C

1. Terms and Conditions

(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) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

(d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

- i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure 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

(e) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

(f) Confidentiality / Non-Disclosure

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.

- i) 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.
- ii) 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.

(g) Mandatory Period of Service

In consideration of impartation of training, you shall work in the Company at least for the mandatory period as mentioned below.

During such period of training (including on the job training) and Mandatory Period of Service of **24 (Twenty Four)** months from the date of your joining, you shall not leave, abandon or resign from the services of the

Company.
In the event of:

- i) Yourself leaving, abandoning or resigning from the services of the Company
Or
- ii) Your services being terminated by the Company for nonperformance, breach of any of the terms & conditions of your service or for any other reason whatsoever,

During the above-mentioned period of training of 24 (twenty four) months of mandatory period of service from the date of your joining, you shall be liable to follow the terms and conditions mentioned in the Indemnity Bond. You are required to execute the Indemnity Bond on **INR 500 (Rupees Five Hundred)** Stamp Paper and submit the same at the time of joining.

2. Assignments/Transfer/Deputation

On completion of your training period, 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

- i) **Training Period:** During the initial training period as mentioned in Offer letter, your performance would be closely monitored and if your performance is not as per the prescribed criteria, the Company reserves the right to terminate your services without notice.
- ii) Either party can terminate this employment by serving a notice of **90 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.
- iii) 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.
- iv) 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** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- v) 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.

- vi) 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** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- vii) 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** herein above on the grounds of misrepresentation of facts.
- viii) 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** 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.
- ix) 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 misstated 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 forthwith terminate your employment as per the procedure mentioned in **Clause 3** 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 Prevention of Sexual Harassment (POSH) 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. 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.

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 user's activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

8. Overseas Service Agreement

As The Company will be spending substantial amount of time and money for your deputation / secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

9. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arise 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 & B** (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, you may be required to work on 24*7 project on shift basis if required and 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 – C** and I hereby accept and agree to abide by them.

Name in full :
Signature :
Address :
Date :
Place :

ANNEXURE - D - Checklist of Documents

At the time of joining, you are requested to bring the following documents in **original (For Verification only)**.

(a) Certificates' supporting your educational qualifications along with marks sheets - **Three** copies each

- 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) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed

(c) **Five** passport-sized color photographs with white background

(d) Valid Passport

Please submit copy of the valid Passport (front and back 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.

(e) 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.

(f) 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 acknowledgment as issued by the authorities.

(g) Indemnity Bond

*Print only the first page of **Annexure J** on a Stamp Paper of **INR 500/-** and rest of the pages on plain white paper. Have one Surety (Blood relations i.e. father/mother/elder brother/sister with independent income only) sign at the designated space on the last page of the Bond. Tech Mahindra will have a Notary available on the day of joining at joining location to facilitate notarization of Bond. These services will be chargeable and payable directly to the Notary by you. Should you desire to get the Bond notarized on your own, you may do so. In case of non-availability of Notary at joining location, you will be guided by the Joining Team on further action.*

Note: -The Bond has to be notarized as on the date of joining. Please **DO NOT** get a pre-notarized bond.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the Company reserves the right to revoke the offer.

Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

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.

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 :

ANNEXURE - F - Medical Self-Declaration

MEDICAL DECLARATION FORM			
Applicant ID <i>(To be filled by HR)</i>		Associate ID <i>(To be filled by HR)</i>	
First Name: <input style="width: 90%;" type="text"/>	Last Name: <input style="width: 90%;" type="text"/>		
Gender: Male / Female <input style="width: 30px;" type="checkbox"/>	Date of birth (DD/MM/YYYY) <input style="width: 30px;" type="text"/>	<input style="width: 30px;" type="text"/>	Blood Group <input style="width: 30px;" type="checkbox"/>

Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds			

from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)

<input type="checkbox"/>	Heart Attack	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	Stroke
<input type="checkbox"/>	Night Blindness	<input type="checkbox"/>	Valve Disorders
<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Slipped disc
Any other major disease/illness that you may be willing to disclose			

Candidate's Declaration:

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature: _____

Name: _____

Date: _____

(DD/MMM/YYYY)

ANNEXURE - G - 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 or 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

ANNEXURE - H - 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 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.
- 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 period of 12 months 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 12 months 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 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 **Section 13** for the liquidated damages specified in **Section 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 clause 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 of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this _____ day of _____, 20____

For and on Behalf Of
Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

Signature

(CHANDRA SEKHAR M)

ANNEXURE - I - ACKNOWLEDGMENT

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between Tech Mahindra Ltd "Company" and the **Mr. CHANDRA SEKHAR T**"Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable.

I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **CHANDRA SEKHAR M** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this ___ day of _____(month),__ (year), and hereby acknowledges, understands and agrees to the above.

[Name & Signature]

Witness/ Notary Public: _____

Annexure - J - INDEMNITY BOND WITH SURETY

This Indemnity is made and executed at <<Joining Location>> on this << Joining Date>> day of << Joining Month>> << Joining Year>> by Mr. /Ms. /Mrs. << Name >> age <<Age>> S/o Mr. <<Father's Name>> a permanent resident of <<Address>> *hereinafter called "Employee" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the first par

AND

Mr. <<Name of Surety>> age <<Age>> S/o Mr.<< Father's Name of Surety>> a permanent resident of << Surety Address>> [hereinafter called "**Surety**" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the second part,

IN FAVOUR OF Tech Mahindra Limited, a company incorporated under the Companies Act, 1956 and having its Corporate Office at Info city, Hi-tech City Layout Madhapur, Hyderabad 500081, India [hereinafter called "**Tech Mahindra**" which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors-in-interest and permitted assigns].

WHEREAS the **Employee** has been selected for appointment as _____ in the Band _____ in the service of Tech Mahindra.

AND WHEREAS an Offer of Appointment containing the terms and conditions of the appointments has already been issued to the **Employee** vide letter No _____ dated _____ of **Tech Mahindra**.

AND WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to **Tech Mahindra** on _____ by the **employee**.

AND WHEREAS one of the terms and conditions of the appointment is that the Employee shall undergo an initial training programme called Entry Level Integrated Training and Enablement (hereinafter referred as ELITE) which may also include the project specific training/s and would be subsequently placed on assignments relating to various projects of Tech-Mahindra. The Employee shall serve Tech Mahindra for a minimum period of **twenty four (24)** months from the date of joining of the Employee and execute an indemnity with surety in favour of **Tech Mahindra**.

NOW THIS INDENTURE WITNESSETH as under:

1. In compliance of the aforesaid condition in Offer of Appointment subject to which **Tech Mahindra** has agreed to give appointment to the Employee, the Employee **hereby** undertakes to undergo the Initial Training Programme as provided by **Tech Mahindra** without any interruption whatsoever and serve **Tech Mahindra**, on its various projects at any location, in India or abroad, for a minimum period of **twenty four (24)** months from the date of joining.
2. The **Employee** hereby undertakes to devote his/her full time and attention to the business of **Tech Mahindra** with due care, skill and diligence. The **Employee** further undertakes to use his/her best efforts in the performance of his/her duties and responsibilities and abide by the rules and regulations of **Tech Mahindra**.
3. The **Employee** hereby undertakes to honor the commitment made by **Tech Mahindra** to its customer/s for completion of any project/s and further undertakes not to abandon any project before its completion.
4. The party of the Second Part i.e. _____ agrees to stand as Surety for the due performance of the obligation of the **Employee** under this agreement of indemnity. **In case of breach of the terms of this indemnity by the Employee and** failure to indemnify Tech Mahindra, the Surety shall be jointly and severally liable to pay the aforesaid amount of **INR 100,000/- (Rupees One lakh only)** to **Tech Mahindra** with an interest at the rate as specified herein below, immediately on demand.
5. **The Employee further agrees and undertakes that in case, he/she commits breach of the above conditions and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him/her leading to termination of his/her service as per rules/regulations, by Tech Mahindra, he/she shall pay an amount of INR 100,000 (Rupees One lakh only) with the interest thereon @ 15% per annum from the date of breach of the above till the payment thereof, as liquidated damages/cost of training including on the job training, the expenses which Tech Mahindra has incurred/may have to incur in recruiting another employee in his/her place, and also on account of business loss suffered/to be suffered by Tech Mahindra during intervening period. The employee and surety agree that assessment of liquidated damages as assessed as INR 100,000 (Rupees One lakh only) are reasonable, which they both agree to pay jointly and severally, on demand made by Tech Mahindra.**
6. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the **Employee** to continue in the service of **Tech Mahindra** for the aforesaid term of **twenty four (24)** months, and Tech Mahindra shall always have the right to take appropriate action against the **Employee** as per terms of the appointment letter and/or the rules and regulations of **Tech Mahindra** as applicable, in case of commission of any misconduct by the **Employee**.
7. The amount specified above shall constitute a debt owing to **Tech Mahindra** and shall be recoverable from the **Employee** and the Surety jointly and severally with interest thereon at the rate specified above till the payment thereof.

IN WITNESS whereof, the **EMPLOYEE & the SURETY** have put their signatures in the presence of the witnesses.

Signed and delivered by the Party of the first part i.e. the Employee having read and understood the contents/terms of this Indemnity Bond

Name of First Part:

Sig:

Signed and delivered by the Party of the second part i.e. the Surety having read and understood the contents/terms of this Indemnity Bond

Name of Surety:

Sig:

S/d by:-

1. WITNESS: _____
(Name)

NAME & ADDRESS:

2. WITNESS: _____
(Name)

NAME & ADDRESS

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

CHANDU MLPP,
Tirupati.

Dear

CHANDU,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	CHANDU MLPP	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.

29-Oct-2017

Dear CHARAN TEJA.G,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294735

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Annexure A

Name: CHARAN TEJA.G Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Letter of Intent

24 February 2017

CHINNA RAJU A

Siddharth Institute of Engineering & Technology
Chittoor

Dear **CHINNA RAJU**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com

July 6, 2017

Ms. DEEPIKA V,
Readspet, KR Palli,
Chittoor,
Andhra Pradesh 517001.

Dear DEEPIKA,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. DEEPIKA V,
Readspet, KR Palli,
Chittoor,
Andhra Pradesh 517001.

Dear DEEPIKA,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

DILLI PRASAD P,
Tirupati.

Dear

DILLI PRASAD P,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	DILLI PRASAD P	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.

Letter of Intent

24 February 2017

DIVAKAR REDDY Y

Siddharth Institute of Engineering & Technology
Chittoor

Dear **DIVAKAR REDDY Y**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com

July 6, 2017

Ms. E Harika

25/2, Kanagar Street,

Agaram,

Nagari, Chittoor(dist) - 517589

AP, India

Dear Harika,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. E Harika

25/2, Kanagar Street,

Agaram,

Nagari, Chittoor(dist) - 517589

AP, India

Dear Harika,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **CHENNAI, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)	
NAME	Ms. B Sindhu Priya
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

July 6, 2017

Ms. Ezhilarasi K
1/15 Anna Street
Maddhur
Tiruttani - 631206
TN, India

Dear Ezhilarasi,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. Ezhilarasi K
1/15 Anna Street
Maddhur
Tiruttani - 631206
TN, India

Dear Ezhilarasi,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **CHENNAI, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

July 6, 2017

Ms. G G Sonam Rani Singh

714 Bharathi Street

Thiruvallur Nagar

Katpadi

Vellore - 6320073

India

Dear Sonam Rani Singh,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. G G Sonam Rani Singh

714 Bharathi Street

Thiruvallur Nagar

Khadpadi

Vellore - 6320073

India

Dear Sonam Rani Singh,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250** .

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				



Offer: Computer Consultancy

Date: 23/06/2017

Ms. GANGAMMA T,
5-1-31, Sarojini Devi Rd,
Nehru Nagar,
Tirupati,
Andhra Pradesh 517501.

Dear GANGAMMA,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



Postgraduate)

- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. GANGAMMA T
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

July 6, 2017

Mr. GOPI KRISHNA K,
20-49, Beside Over Bridge,
Naidu Buildings,
Chittoor,
Andhra Pradesh 517001.

Dear GOPI KRISHNA,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. GOPI KRISHNA K,
20-49, Beside Over Bridge,
Naidu Buildings,
Chittoor,
Andhra Pradesh 517001.

Dear GOPI KRISHNA,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

GUNA THULASI RAM P,
Tirupati.

Dear

GUNA THULASI RAM,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	GUNA THULASI RAM P	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.

Letter of Intent

24 February 2017

HAREESH J

Siddharth Institute of Engineering & Technology
Chittoor

Dear **HAREESH J**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com

29-Oct-2017

Dear HARISH.S,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294657

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Annexure A

Name: HARISH.S Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

July 6, 2017

Mr. HEMANTH KUMAR REDDY K,

20-48 beside over bridge,

Naidu buildings,

Mittoor, Chittoor,

Andhra Pradesh 517001.

Dear HEMANTH KUMAR REDDY,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. HEMANTH KUMAR REDDY K,

20-48 beside over bridge,

Naidu buildings,

Mittoor, Chittoor,

Andhra Pradesh 517001.

Dear HEMANTH KUMAR REDDY,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

29-Oct-2017

Dear HIMA BINDU.S,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294657

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



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

Annexure A

Name:	HIMA BINDU.S	Designation:	Programmer Analyst Trainee
-------	--------------	--------------	----------------------------

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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



Offer: Computer Consultancy

Date: 23/06/2017

Ms. JAYANTHI J P,

DNO: 30-29,

Kalyanpuram,

Cherlopalli(po),

Puttur, Chittoor(di),

Andra Pradesh – 517583.

Dear Jayanthi,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



Postgraduate)

- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. JAYANTHI J P
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.



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: 1413479

Letter of Intent ("LOI")

Dear JAYASRI KAMASANI,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

JAYASRI KAMASANI

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring



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: 1413428

Letter of Intent ("LOI")

Dear K HEMALATHA,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

K HEMALATHA

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

July 6, 2017

Mr. KAVULURU VENKATA MADHAVA SAI JASWANTH,

22-672 Sambaiahkandiga,
CK Palli, Post, Chittoor,
Andhra Pradesh 517001

Dear SAI JASWANTH,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. KAVULURU VENKATA MADHAVA SAI JASWANTH,

22-672 Sambaiahkandiga,
CK Palli, Post, Chittoor,
Andhra Pradesh 517001

Dear SAI JASWANTH,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				



Offer: Computer Consultancy

Date: 23/06/2017

Ms. KRISHNA PRIYA A V,
9 66 14 A,
AIR Bypass Rd,
New Maruthi Nagar,
New Balaji Colony,
Tirupati,
Andhra Pradesh 517501.

Dear KRISHNA PRIYA,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade **Y**. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



Postgraduate)

- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



[Click here](#) or use a QR code scanner from your mobile to validate the offer letter

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. KRISHNA PRIYA A V
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

July 6, 2017

Mr. KUKALOLLU JAGAPATHI,

D. No. 14-2-188 & 188
A Netaji Road Opp.
Railway Parcel Office
T. P. Area, Tirupati,
Andhra Pradesh 517501

Dear Jagapathi,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. KUKALOLLU JAGAPATHI,

D. No. 14-2-188 & 188
A Netaji Road Opp.
Railway Parcel Office
T. P. Area, Tirupati,
Andhra Pradesh 517501

Dear Jagapathi,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				



Offer: Computer Consultancy

Date: 23/06/2017

Ms. LIKHITHA SRI A,
DNO 1-256,
Near Sri padmavati Guest House,
beside SPW Degree College,
Tirupati,
Andhra Pradesh 517502.

Dear LIKHITHA SRI,

Sub: Letter of Offer

Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

This offer is based on your profile and performance in the selection process. You have been selected for the position of **Assistant System Engineer-Trainee** in Grade Y. You will be a part of the application development and maintenance projects across any of the business units of TCSL.

Your gross salary including all benefits will be ` **3,36,875/-** per annum, as per the terms and conditions set out herein. 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 48 hours, 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 issued a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

1

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



COMPENSATION AND BENEFITS

BASIC SALARY

You will be eligible for a basic salary of ` **10,200/-** per month.

BOUQUET OF BENEFITS (BoB)

Bouquet of Benefits offers you the flexibility to design this part of your compensation within the defined framework, twice in a financial year. All the components will be disbursed on a monthly basis.

The components under Bouquet of Benefits are listed below. The amounts given here for each of the components below are as per pre-defined structure. However you may want to re-distribute the BoB amount between the components as per your tax plan, once you join TCSL. To design your Bouquet of Benefits, you may access the link to BoB in the "Employee Self Service" link on "Ultimatix", the internal portal of TCSL. Taxation will be governed by the Income Tax rules. TCSL will be deducting tax at source as per income tax guidelines.

1. House Rent Allowance (HRA)

Your HRA will be ` **4,080/-** per month. While restructuring your BoB amount to various components, it is mandatory that at least 5% of monthly basic pay be allocated towards HRA.

2. Leave Travel Allowance

You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of of ` **7,570/-** per month. This component is subject to review and may change as per TCSL's compensation policy.

4. Food Card

You will be eligible for a Food Card. It can be used to purchase food items at all domestic VISA enabled restaurants and fast food restaurants including TCS cafeterias. As per the Pre-Defined structure you will be eligible for a Food Card with an amount of ` **500/-** being credited to this card per month. However you may want to re-distribute the BoB 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 Initial Learning 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.

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.

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 expense-s towards professional membership as per TCSL's policy.

RETIRALS

Provident Fund

You will be a member of the Provident Fund as per the provisions of "The Employees Provident Fund and Miscellaneous Provisions Act, 1952", and TCSL will contribute 12% of your basic salary every month as per the provisions of the said Act.

Gratuity

TCS Confidential

4

TATA CONSULTANCY SERVICES

VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore 560 066 India

Tel: 91 80 6724 7000 Fax: 91 80 2841 0114 Website: www.tcs.com

Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com



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 in the first attempt in each of your Standard Xth, Standard XIIth, Diploma (if applicable) and Graduation examination which includes successful completion of your final semester/year without any pending arrears/backlogs. As per the TCSL eligibility criteria, marks/CGPA obtained during the normal duration of the course only will be considered to decide on the eligibility. It is mandatory to pass in all the subjects mentioned in the mark sheet in class Xth and class XIIth by securing minimum passing marks in the first attempt itself as specified by the respective board of examinations.

As communicated to you through various forums during the recruitment process, your appointment is subject to completion of your course within the stipulated time as specified by your University/Institute and as per TCSL selection guidelines.

It is mandatory to declare the gaps/arrears/backlogs, if any, during your academics and work experience. The management reserves the right to withdraw/revoke the offer/appointment at any time at its sole discretion in case any discrepancy or false information is found in the details submitted by you.

2. Disclaimer

Candidates who have applied to TCSL and who have not been successful in clearing the TCSL selection process are not eligible to re-apply to TCSL within six months from the date on which the candidate had attended such selection Test and/or Interview. In case you are found to have re-applied to TCSL within six months of previous unsuccessful attempt, the management reserves the right to revoke/withdraw the offer/appointment, without prejudice to its other rights.

3. Training Period

You will be required to undergo class room and on the job training in the first twelve months (including the Initial Learning Programme as set out herein below), during which period you will be appraised for satisfactory performance during/after which TCSL would normally confirm you.

This confirmation will be communicated to you in writing. If your performance is found unsatisfactory during the training period, the company may afford you opportunities to assist you and enable you to improve your performance. If your performance is still found



unsatisfactory, TCSL may terminate your traineeship forthwith.

However, TCSL may even otherwise at its sole discretion terminate the traineeship any time if your performance is not found satisfactory. The terms and conditions of the training will be governed by TCSL's training policy. TCSL reserves the right to modify or amend the training policy.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

4. Working Hours

Your working hours are governed by applicable law. You may be required to work in shifts and/or over time depending upon the business exigencies as permitted by law.

5. Mobility

TCSL reserves the right to transfer you at any of its offices, work sites, or associated or affiliated companies in India or outside India, on the terms and conditions as applicable to you at the time of transfer.

6. Compensation Structure / Salary components

The compensation structure/salary components are subject to change as per TCSL's compensation policy from time to time at its sole discretion.

7. Increments and Promotions

Your performance and contribution to TCSL will be an important consideration for salary increments and promotions. Salary increments and promotions will be based on TCSL's Compensation and Promotion policy.

8. Alternative Occupation / Employment

Either during the period of your traineeship or during the period of your employment as a confirmed employee of TCSL, you are not permitted to undertake any other employment, business, assume any public or private office, honorary or remunerative, without the prior written permission of TCSL.

9. Confidentiality Agreement

As part of your acceptance of this appointment as an employee with TCS you are required to maintain strict confidentiality of the intellectual property rights protected information and other business information of TCS and its clients which may be revealed to you by TCS or which may in the course of your engagement with TCS come your possession or knowledge unless specifically authorized to do so in writing by TCS. This



Confidentiality Clause shall survive the termination or earlier determination of this Appointment. The detailed Confidentiality related terms and conditions are set out in Annexure 3.

10. Service Agreement

As TCSL will be incurring considerable expenditure on your training, you will be required to execute an agreement, to serve TCSL for a minimum period of 1 year after joining, failing which, you (and your surety) will be liable to pay TCSL `50,000/-towards the training expenditure. Service agreement duration of one year refers to continuous service of 12 months from date of joining TCSL and excludes the duration of Leave without pay (LWP) and/or unauthorized absence, if any.

11. Overseas International Assignment Agreement

If you are on international assignment, you will be covered by the TCS India Policy-International Assignments (from India to other Countries) from the date of placement for an international assignment. Accordingly, you will be required to sign the Overseas International Assignment Agreement/s and any other applicable related documents pertaining to the international assignment for which you are being placed In case of every international assignment that exceeds 30 days, you will be required to serve TCSL as per the Notice Period clause mentioned below.

This is to ensure that the knowledge and information gained by you during your assignment is shared and available to TCSL and its associates. This transfer of knowledge and information is essential for TCSL to continue to serve its clients and customers better. If you are deputed internationally for training, you will be required to sign an agreement to serve TCSL for a minimum period of 6 months on completion of training.

12. Terms and Conditions

The above terms and conditions are specific to India and there can be changes to the said terms and conditions in case of deputation on international assignments.

13. TATA Code of Conduct

You are required to sign the TATA Code of Conduct and follow the same in your day-to-day conduct as an associate of TCSL.

14. Notice Period

In an event if the traineeship is discontinued/terminated no notice or payment in lieu thereof shall be payable by TCSL. Upon Confirmation, during your tenure with TCSL, either you or TCSL can terminate the appointment by giving 90 calendar days' written notice or three months' basic salary in lieu of the notice. If your services, behavior and/ or performance are not found satisfactory, TCSL may terminate your services by giving



notice as mentioned herein above.

You will be liable to pay TCSL `50,000/- in case you fail to serve TCSL for a minimum period of 1 year after joining in accordance with the Service Agreement clause.

If you are covered under International Assignment Agreement, either you or TCSL can terminate the traineeship/appointment by giving 90 calendar days written notice as set out in the Separation Policy of TCSL. TCSL reserves the right if it is in the interest of the business and current assignment, to ask you to complete your notice period.

15. Retirement

You will retire from the services of TCSL on reaching your 60th birthday as per the proof of age submitted by you at the time of joining.

16. Pre-employment Medical Certificate

You are required to submit a Medical Certificate of Fitness (in the format prescribed by TCSL) which needs to be verified by a registered medical practitioner having a minimum qualification of MBBS to the Induction Coordinator.

17. Employment of Non Indian Citizens

In case, you are not a citizen of India, this offer is subject to your obtaining a work permit and / or any other permissions and / or documentation as prescribed by the Government of India.

18. Background Check

Your association with TCSL will be subject to a background check in line with TCSL's background check policy. A specially appointed agency will conduct internal and external 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

At the time of your joining, photocopy of the following documents should be submitted. Please carry the original copies for verification.

- Permanent Account Number (PAN) Card
You are required to submit a copy of your PAN card along with other joining forms, immediately on joining. As per Indian Income Tax rules, the PAN number is a mandatory requirement for processing salary.
- Standard X and XII mark sheets equivalent
- Degree certificate and mark sheets for all semesters
- Postgraduate degree certificate and mark sheets for all semesters (if you are a



Postgraduate)

- Birth Certificate / Proof of Age
- Work permit and/or any other documentation as prescribed by Government of India
- Passport
- 6 photographs
- Medical Certificate
- An affidavit/notarised undertaking stating:
 - *There is no criminal offence registered/pending against you
 - *There is no disciplinary case pending against you in the university
 - *If you were employed, a formal release letter from your previous employer

The original documents will be returned to you after verification.

20. Initial Learning Programme (ILP)

On joining TCSL, you will be given the benefit of formal and on the job training (Initial Learning Programme) at our offices, as identified, for such period as TCSL may decide. The said training forms a critical part of your employment with TCSL and is an ongoing process. TCSL continues to make investment on training and continuing education of its professionals. This will be of immense value to you as a professional and a large part of the ownership and commitment has to come from you.

As TCSL progresses with these initiatives, monitoring performance will be an ongoing process and a formal evaluation will be carried out during the training. The evaluation criteria which will be very transparent will be used as a basis for allocating people to projects/roles. We would request that the training be taken very seriously to enable you to add maximum value to your professional and personal growth.

If you remain unauthorizedly absent for a consecutive period of 10 days during the training programme, you shall be deemed to have abandoned your traineeship and your name will automatically stand discontinued from the list of ILP trainees without any further intimation/separate communication to you.

21. Letter of Appointment

You will be issued a letter of appointment at the time of your joining and after completing joining formalities as per TCSL policy.

22. Rules and Regulations of the Company

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures of TCSL as applicable to you and the changes therein from time to time. The changes in the Policies will automatically be binding on you and no separate individual communication or notice will be served to this effect. However, the same shall be communicated on internal portal/Ultimatix.



23. Compliance to all clauses

You should fulfill all the terms and conditions mentioned in this letter of offer. Failure to fulfill one or more of the terms and conditions and/or failure to clear one or more tests successfully would entitle TCSL to withdraw this offer letter anytime at its sole discretion.



Withdrawal of Offer

If you fail to accept the offer from TCSL within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

Post acceptance of TCSL Offer letter if you fail to join on the date provided in the TCSL Joining letter, the offer will stand automatically terminated at the discretion of TCSL.

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCSL Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Ms. LIKHITHA SRI A
Designation	Assistant System Engineer-Trainee
Institute Name	Siddharth Institute Of Engineering & Technology

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	10,200	1,22,400
Bouquet Of Benefits #	13,000	1,56,000
2) Performance Pay**		
Monthly Performance Pay	1,700	20,400
Quarterly Variable Allowance*	600	7,200
3) City Allowance	200	2,400
4) Annual Components/Retirals		
Health Insurance***	NA	7,900
Provident Fund	1,224	14,688
Gratuity	490	5,887
Total of Annual Components & Retirals	1,715	28,475
Retention Incentive	NA	0
TOTAL GROSS	27,415	3,36,875

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 Initial Learning Programme.

**The Performance Pay is applicable upon successful completion of the Initial Learning Programme.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

Table 2: TCSL defined structure for BoB (All Components in INR)

Component Category	Monthly	Annual
House Rent Allowance	4,080	48,960
Leave Travel Assistance	850	10,200
Food Card	500	6,000
Personal Allowance	7,570	90,840
GROSS BOUQUET OF BENEFITS	13,000	1,56,000



Annexure 2

Regional Offices

<p>Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601</p>	<p>Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114</p>
<p>Chennai Lead- Talent Acquisition Tata Consultancy Services 415/21-24, Kumaran Nagar, Sholinganallur, Old Mahabalipuram, Chennai - 600 119, Tamil Nadu, India Tel: 044 - 66162222/62194/62195 Fax: 044 - 66162555</p>	<p>Delhi Lead-Talent Acquisition Tata Consultancy Services 5th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735</p>
<p>Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222</p>	<p>Kolkata Lead-Talent Acquisition TATA Consultancy Services ODC 1-K-1, Gitanjali Park, IT/ITES SEZ, Plot- IIF / 3. Action Area - II, New Town, Kolkata - 700 156, West Bengal. Tel: 033 - 6653 0000 Fax : 033 - 6653 0003</p>
<p>Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001</p>	<p>Mumbai Lead-Talent Acquisition Tata Consultancy Services Yantra Park, Opp. Voltas HRD Trg. Center, Subhash Nagar, Pokhran Road No. 2, Thane(West), 400601 Tel: 022 - 67782000/2222 Fax: 022 - 67782190</p>
<p>Pune Lead-Talent Acquisition Tata Consultancy Services Niyati Tiara, Ground Floor, S.No 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune - 411 006 Tel: 020 – 66087777 Fax: 020 - 66087107</p>	<p>Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499</p>



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 Retainer/Consultant 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 Retainer/Consultant in the course of or in connection with or arising out of the Retainer/Consultant'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 Retainer/Consultant 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 Retainer/Consultant.



2. Retainer/Consultant's Obligations

Retainer/Consultant agrees to treat the Confidential Information as strictly confidential and a trade secret of TCS. The Retainer/Consultant 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 Retainer/Consultant-ship, the Retainer/Consultant 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

The Retainer/Consultant 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 Retainer/Consultant shall have no right title or claim of any nature whatsoever in the Confidential Information. The Retainer/Consultant 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 the Retainer/Consultant 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 the Retainer/Consultant 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, the Retainer/Consultant shall execute from time to time, during or after the termination of his or her Retainer/Consultant-ship, 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 filing or prosecuting any application for patents, trademarks, trade names, or copyrights shall be borne solely by TCS, but the Retainer/Consultant shall co-ordinate in filing and / or prosecuting any such applications. The Retainer/Consultant hereby expressly waives any "artist's rights" or "moral rights", which the Retainer/Consultant might otherwise have in such intellectual property rights.



4. Prior knowledge

The Retainer/Consultant 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. The Retainer/Consultant 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

The Retainer/Consultant 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

The Retainer/Consultant agrees to abide by and be bound by any and all policies, documents, guidelines and processes including IP, Security and Confidentiality of TCS in force from time to time whether expressly endorsed or not.

7. Restriction on Retainer/Consultant's Rights

The Retainer/Consultant 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 engagement with TCS come into his or her possession or knowledge unless specifically authorized to do so in writing by TCS.

8. No License

TCS and the Retainer/Consultant 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 Retainer/Consultant of the Confidential Information.



9. Equitable Rights

The Retainer/Consultant acknowledges that any Confidential Information that comes into the possession and / or knowledge of the Retainer/Consultant is of a unique, highly confidential and proprietary nature. It is further acknowledged by the Retainer/Consultant that the disclosure, distribution, dissemination and / or release by the Retainer/Consultant of the Confidential Information without the prior written consent of TCS or any breach of this Agreement by the Retainer/Consultant will cause TCS to suffer severe, immediate and irreparable damage and that upon any such breach or any threat thereof, TCS shall without prejudice to any other remedies available to it, be entitled to appropriate equitable relief including the relief of specific performance and injunctive relief, in addition to whatever remedies it might have at law.

10. General

(a) The provisions hereof shall be interpreted, determined and enforced in accordance with the laws of India.

(b) In the event of any dispute or disagreement over the interpretation of any of the terms herein contained or may claim or liability of any party including that of surety, the same shall be referred to a person to be nominated by TCS, whose decision shall be final and binding upon the parties hereto. Subject to the above, the arbitration shall be governed by the Arbitration and Conciliation Act, 1999 or any modifications or re-enactment thereof. The Retainer/Consultant 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 the Retainer/Consultant 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 or omission of either Party in exercising or enforcing any of their rights or remedies hereunder shall constitute a waiver thereof.



(e) This Confidentiality clause may not be amended except in writing signed by authorized representatives of both parties.

(f) The obligations of the Retainer/Consultant in terms of this Confidentiality clause shall continue during the term of or in the course of the Retainer/Consultant-ship of the Retainer/Consultant with TCS and shall continue thereafter in perpetuity.

11. Non-Compete

The Retainer/Consultant acknowledges that he/she is required on behalf of TCS to provide service to, or solicit business from various clients of the TCS (each such client herein after referred to as Customer). The Retainer/Consultant agrees that for a period of 6 (Six) months following the expiry or early termination of his/her Retainer/Consultant-ship with the TCS for any reason, will not accept any offer of employment / Retainer / Consultant-ship from any Client or Competitor of TCS, where he/she had worked in a professional capacity with Client projects during the course of his / her Retainer / Consultant-ship with TCS.

July 6, 2017

Ms. M N SAMREEN FATHIMA,

Ramarao Colony,

Puttur, Chittoor,

Andhra Pradesh 517583

Dear SAMREEN FATHIMA,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. M N SAMREEN FATHIMA,
Ramarao Colony,
Puttur, Chittoor,
Andhra Pradesh 517583

Dear SAMREEN FATHIMA,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **CHENNAI, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

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: 2021.06.06 21:14:50 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 - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

July 6, 2017

Ms. N G SAI LAKSHMI,
Utharapukandiga,
Parameswaramangalam,
Puttur dist, 517584

Dear SAI LAKSHMI,

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: 2021.06.06 21:14:50 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

July 6, 2017

Ms. N G SAI LAKSHMI,

Utharapukandiga,

Parameswaramangalam,

Puttur dist, 517584

Dear SAI LAKSHMI,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

July 6, 2017

Mr. Nandhayal Prudhvi Raju,
Thiruttani - Renigunta Hwy,
Alimelu Manga Puram,
Andhra Pradesh 51757.

Dear Prudhvi Raju,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. Nandhayal Prudhvi Raju,
Thiruttani - Renigunta Hwy,
Alimelu Manga Puram,
Andhra Pradesh 51757.

Dear Prudhvi Raju,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				



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: 1413476

Letter of Intent ("LOI")

Dear NARESH R,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

NARESH R

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

23-JUL-2017

Mr. NAVEEN VARMA S
Chittoor (Ap) - 517501

Subject: Offer of Appointment

Dear **Mr. NAVEEN VARMA**

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

1. With reference to our discussions, we are pleased to offer you an appointment in our organization as **Associate Software Engineer** at **Band 'U' and Sub Band 'U1'** under **ELTP Scheme**.
2. You will be on probation for a period of **6 months** from the date of joining the Company during which you will be on training. The training program called "**Entry Level Integrated Training and Enablement**"(**ELITE**) will include classroom training as well as on-the-job training. In case your performance is not found satisfactory during the period of probation, the Company may choose to terminate your services with immediate effect without serving written notice or pay in lieu of notice.
3. Unless informed in writing of the extension of your probation period, for whatsoever reason/s, your employment with the Company will stand automatically confirmed upon successful completion of probation period including successful completion of the ELITE program and satisfactory performance on the job.
4. Your remuneration while on probation has been detailed in **Annexure A**. Upon confirmation, your "Annual Total Cash Compensation" will be **Indian Rupees 3,25,000 (Rupees Three Lac Twenty Five Thousand Only)**. Please refer **Annexure B** for details on the compensation and statutory deductions.
5. Your remuneration package is strictly confidential between you and the Company and should not be discussed with anyone nor divulged to anyone in any manner whatsoever.
6. This offer is valid subject to your fulfilling the following:-
 - The academic criteria of minimum aggregate of 60% or as communicated to you at the time of interview;
 - Meeting the set eligibility criteria at the end of your academic course
 - Meeting eligibility criteria for any Company organized training imparted prior to your date of joining and
 - Submission of all necessary legal documentation pertaining to your employment.

7. You are required to sign a **service bond (Draft at Annexure J)** with our organization for a sum of **Indian Rupees 1,00,000/- (Rupees One Lakh Only)**. As per the bond you will be required to serve the Company for a minimum period of **2 years** from the date of your joining. In case you fail to submit the service bond on the date of joining or such other extended timeline informed to you, the Company reserves the right to terminate your employment by giving a seven days' written notice to you. In case you are not posted at your home town, you are entitled to a one-time settlement allowance not exceeding **INR15,000/- (Rupees Fifteen Thousand Only)** towards travel & movement of baggage, initial hotel accommodation and deposit for residential accommodation at the place of initial training and subsequent posting on production of relevant receipts / lease agreement. The Company shall recover the resettlement allowance in case of cessation of service within 2 year from date of joining. Subsequent to your initial training if you are posted outside your training location you are eligible to claim the travel expenses only as per the travel policy of the Company.
8. Your employment with us will be governed by terms and conditions as specified in **Annexure C**.
9. You are required to join on **30-JUL-2017** at the address mentioned in the below Paragraph for training. This Offer stands withdrawn thereafter, unless the date is extended and communicated to you in writing. The location of posting would be communicated to you upon successful completion of training.
10. You are requested to report to **Chitrangda Parihar** at **9:00 AM** to complete the joining formalities at **TECH MAHINDRA LTD,PLOT NO 01, RAJIV GANDHI INFOTECH PARK, PHASE 3, HINJEWADI, PUNE,SPECIAL ECONOMIC ZONE,PUNE-411057(MAHARASHTRA),INDIA**. At the time of joining, you are expected to carry originals of the documents as per **Annexure D** and to submit the copies of the same to the HR Team.
11. Please note that this Offer is subject to your background check report being found without any discrepancy either at the time of reporting/joining or thereafter depending upon our receipt of the background check report from the agency.
12. Kindly confirm your acceptance of this offer of appointment to **campusjoining@techmahindra.com** by **30-JUL-2017**.

For Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

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

Date:

Signature:
NAVEEN VARMA M

ANNEXURE - A

NAME	Mr NAVEEN VARMA M	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	PUNE	
	COMPONENTS	Per Annum (All figures in INR)
	BASIC (@30% OF TOTAL FIXED PAY)	67,712
	HRA (@50% OF BASIC)	33,856
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	8,125
	FLEXIBLE COMPONENTS OF TFP	92,013
	TOTAL FIXED PAY.....(A)	2,25,706
	TOTAL VARIABLE PAY (TVP).(B)	25,079
	ADDITIONAL BENEFITS.....(C)	9,215
	GRATUITY	3,257
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAL)	5,958
	TOTAL COST TO COMPANY.(D) = (A) + (B) + (C)	260,000

- 1. Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- 2. Flexible Benefit Plan (as applicable):** , You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay.

Component	Max Limit
Leave Travel Assistance	12,000
Meal Card	26,400

(Contd...)

ANNEXURE A (Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:

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

4. **Deductions:**

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

Notes:

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

For Tech Mahindra Limited,



Venkat Paturi
Head - Resource Management Group

ANNEXURE - B

NAME	Mr NAVEEN VARMA M	
TITLE	Associate Software Engineer	
BAND	U1	
LOCATION	PUNE	
	COMPONENTS	Per Annum (All figures in INR)
	BASIC (@30% OF TOTAL FIXED PAY)	85,037
	HRA (@50% OF BASIC)	42,519
	BONUS / STATUTORY BONUS	24,000
	EMPLOYER'S CONTRIBUTION TO PROVIDENT FUND (@12% OF BASIC PAY)	10,204
	FLEXIBLE COMPONENTS OF TFP	1,21,695
	TOTAL FIXED PAY.....(A)	2,83,455
	TOTAL VARIABLE PAY (TVP).(B)	31,496
	ADDITIONAL BENEFITS.....(C)	10,049
	GRATUITY	4,091
	INSURANCE PREMIUMS (towards GTLI, GMIP AND GPAI)	5,958
	TOTAL COST TO COMPANY.(D) = (A) + (B) + (C)	325,000

- Salary:** Your salary will be paid monthly through bank transfer on the last day of the month, for which you would be required to open a Bank A/c with any of the Company specified Bank/s. Disbursement of Salary is subject to your regular attendance, submission and updation of Permanent Account Number (PAN) details in the Company's records.
- Flexible Benefit Plan (as applicable):** You are eligible to choose a combination of the Components as mentioned below, subject to the individual maximum limits as mentioned against each of them, balance if any shall be paid as taxable amount under Additional Personal Pay

Component	Max Limit
Leave Travel Assistance	12, 000
Meal Card	26,400

(Contd...)

ANNEXURE B(Contd...)

3. **Additional Benefits:** Associates shall be eligible for below mentioned benefits:

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

4. **Deductions:**

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

Notes:

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

For Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

ANNEXURE - C

1. Terms and Conditions

(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) Conflict of Interest

Your position with The Company calls for whole time employment and you will devote yourself exclusively to the business of The Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business, during your employment with The Company, without written permission from The Company. Contravention of this will lead to termination of your services from The Company without any notice, with or without any liability on the part of The Company for payment of any compensation in lieu of such notice as per the procedure mentioned in Section 3.

(d) Non-Solicitation / Non-Compete

You acknowledge that you have signed Covenant against Disclosure and Covenant Not to Compete/Non-Solicitation ("Covenant"), which is incorporated into this Agreement by reference and is made a part of this Agreement and that it constitutes an integral part of the terms of your employment. In the Covenant, you have agreed that for a period of twelve months following termination of your employment for any reason whatsoever you also confirm and agree that these restrictions are reasonable and are legitimately required to protect the business interest of the Tech Mahindra Ltd.

- i) You will not solicit business and/or sell services/products or build business relationship with customers, you were directly or indirectly involved with, during your tenure 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

(e) Exclusivity of Services, Publications, Gifts/Anti-bribery

You shall devote all work efforts exclusively to The Company and the furtherance of its interests. Any engagement in additional activities for remuneration or any direct or indirect participation in other enterprises of any kind requires the prior written consent of The Company. The Company's consent shall not be required for ordinary acquisitions of shares or other participation for investment purposes. Membership in the board of directors or supervisory board of other enterprises shall be subject to The Company's prior written consent. Any publications and lectures by you on topics relating to The Company's business or interests shall be subject to The Company's prior written consent.

You agree, to not accept or demand loans, rewards or other benefits, or promises thereof, from The Company's clients or other persons with whom the Associate has official or business contacts in the context of the Associate's activities for The Company, without The Company's prior written consent.

You hereby covenant and undertake that you will:

- not engage in any actions that are, or could be seen to be, bribery of foreign public officials as described in the OECD Convention on Combating Bribery of Foreign Public Officials in International Business Transactions, the Foreign Corrupt Practices Act of the United States of America (the "FCPA"), the Anti-Terrorism, Crime and Security Act 2001 and Bribery Act, 2010 of the United Kingdom of Great Britain and Northern Ireland; and
- comply with all United Kingdom, United States, German and other Applicable Law prohibiting bribery and in doing so will provide nothing of value to any government official.
- not directly or indirectly offer or have offered or give or given or agree or agreed to give or given to any person any gift, success fee, rebate or consideration of any kind whatsoever including speed or facilitation money or indulge in any activity as an inducement or reward for influencing or carrying out any act and specifically in relation to any business opportunity or a customer including for the purposes of collection or for showing any favour or disfavour to any person or persons in relation to such performance.

(f) Confidentiality / Non-Disclosure

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.

- i) 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.
- ii) 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.

(g) Mandatory Period of Service

In consideration of impartation of training, you shall work in the Company at least for the mandatory period as mentioned below.

During such period of training (including on the job training) and Mandatory Period of Service of **24 (Twenty Four)** months from the date of your joining, you shall not leave, abandon or resign from the services of the

Company.
In the event of:

- i) Yourself leaving, abandoning or resigning from the services of the Company
- Or
- ii) Your services being terminated by the Company for nonperformance, breach of any of the terms & conditions of your service or for any other reason whatsoever,

During the above-mentioned period of training of 24 (twenty four) months of mandatory period of service from the date of your joining, you shall be liable to follow the terms and conditions mentioned in the Indemnity Bond. You are required to execute the Indemnity Bond on **INR 500 (Rupees Five Hundred)** Stamp Paper and submit the same at the time of joining.

2. Assignments/Transfer/Deputation

On completion of your training period, 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

- i) **Training Period:** During the initial training period as mentioned in Offer letter, your performance would be closely monitored and if your performance is not as per the prescribed criteria, the Company reserves the right to terminate your services without notice.
- ii) Either party can terminate this employment by serving a notice of **90 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.
- iii) 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.
- iv) 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** along with applicable exit policy clauses under stipulated service period agreed to and provided therein.
- v) 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.

- vi) 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** herein above. The Company further reserves the right to invoke other legal remedies as it deems fit to protect its legitimate interests.
- vii) 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** herein above on the grounds of misrepresentation of facts.
- viii) 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** 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.
- ix) 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 misstated 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 forthwith terminate your employment as per the procedure mentioned in **Clause 3** 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 Prevention of Sexual Harassment (POSH) 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. 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.

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 user's activity and logs stored in the official laptop. Further the Company may also monitor the emails and email traffic in your official mail id provided by the Company as measure to ensure compliance with Company's policies and network security. You also authorize the Company representative to access all the data and information stored under your mail id during and after employment with the Company and this access is provided under the applicable data privacy laws. You also expressly waive any other rights as may be available under the applicable Data Privacy laws against the Company for providing such access.

8. Overseas Service Agreement

As The Company will be spending substantial amount of time and money for your deputation / secondment abroad, you may be required to sign a deputation agreement with The Company and may also be required to execute a Surety Bond on such terms, as The Company may deem appropriate. (This agreement will consist, inter alia, of issues like (i) your commitment to complete the project (ii) your returning to India after completion of the project and serving The Company for a stipulated period).

9. Intellectual Property Rights

You agree to disclose any invention, development, process, plan, design, formula, specification, program or other matter of work whatsoever (collectively "the Inventions") created, developed or discovered by you, either alone or in concert, in the course of your employment and the same shall be the absolute property of The Company. Any Intellectual Property Rights and rights to inventions arise 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 & B** (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, you may be required to work on 24*7 project on shift basis if required and 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 – C** and I hereby accept and agree to abide by them.

Name in full :

Signature :

Address :

Date :

Place :

ANNEXURE - D - Checklist of Documents

At the time of joining, you are requested to bring the following documents in **original (For Verification only)**.

(a) Certificates' supporting your educational qualifications along with marks sheets - **Three** copies each

- 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) Acceptance copy of Tech Mahindra Limited's offer of appointment duly signed

(c) **Five** passport-sized color photographs with white background

(d) Valid Passport

Please submit copy of the valid Passport (front and back 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.

(e) 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.

(f) 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 acknowledgment as issued by the authorities.

(g) Indemnity Bond

*Print only the first page of **Annexure J** on a Stamp Paper of **INR 500/-** and rest of the pages on plain white paper. Have one Surety (Blood relations i.e. father/mother/elder brother/sister with independent income only) sign at the designated space on the last page of the Bond. Tech Mahindra will have a Notary available on the day of joining at joining location to facilitate notarization of Bond. These services will be chargeable and payable directly to the Notary by you. Should you desire to get the Bond notarized on your own, you may do so. In case of non-availability of Notary at joining location, you will be guided by the Joining Team on further action.*

Note: -The Bond has to be notarized as on the date of joining. Please **DO NOT** get a pre-notarized bond.

Your offer has been made based on the information furnished by you. However, if there is a discrepancy in the copies of the documents/certificates given by you as a proof in support of the above, the Company reserves the right to revoke the offer.

Please bring all the certificates supporting your educational qualifications along with mark sheets in original for verification only.

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.

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 :

ANNEXURE - F - Medical Self-Declaration

MEDICAL DECLARATION FORM			
Applicant ID <i>(To be filled by HR)</i>		Associate ID <i>(To be filled by HR)</i>	
First Name: <input style="width: 90%;" type="text"/>	Last Name: <input style="width: 90%;" type="text"/>		
Gender: Male / Female <input style="width: 30px;" type="checkbox"/>	Date of birth (DD/MM/YYYY) <input style="width: 30px;" type="text"/>	<input style="width: 30px;" type="text"/>	Blood Group <input style="width: 30px;" type="checkbox"/>

Candidate's Medical History:

Candidate's Medical Details	Yes	No	Please provide the details
Do you have any defect or problem of vision?			
Can you readily distinguish between the pigmentary colors?			
Do you suffer from a degree of deafness which would prevent your hearing of normal conversation?			
Do you have any physical deformity / handicap?			
Do you have any congenital disorder / abnormality?			
Have you ever been diagnosed to have any Psychiatric ailment including Depression, Anxiety Neurosis, Phobic Disorders, Schizophrenia, Manic Depressive Psychosis or any other Psychiatric illness?			
Have you ever been diagnosed with an alcohol or drug abuse problem? If yes, are you on treatment for the same?			
Have you ever been disqualified on medical grounds			

from any previous employment opportunity?			
Have you ever been suffering from any Medical condition that may require you to take Medical Leave over the next 12 months?			
Have you had any form of critical illness or operation in the last two years?			
Have you ever been diagnosed to have Cancer, Tumor, Cyst or any similar type of growth?			

Have you ever suffered/are you suffering from any of the following? (Please tick whichever applicable)

<input type="checkbox"/>	Heart Attack	<input type="checkbox"/>	Diabetes
<input type="checkbox"/>	High Blood Pressure	<input type="checkbox"/>	Stroke
<input type="checkbox"/>	Night Blindness	<input type="checkbox"/>	Valve Disorders
<input type="checkbox"/>	Asthma	<input type="checkbox"/>	Slipped disc
Any other major disease/illness that you may be willing to disclose			

Candidate's Declaration:

I declare that, to the best of my knowledge, the answers to the questions in this form are correct and that I am not suffering from any disease/illness that I have not revealed.

Signature: _____

Name: _____

Date: _____

(DD/MMM/YYYY)

ANNEXURE - G - 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 or 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

ANNEXURE - H - 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 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.
- 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 period of 12 months 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 12 months 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 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 **Section 13** for the liquidated damages specified in **Section 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 clause 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 of such breach. I acknowledge and agree that said amount constitutes liquidated damages and not a penalty, and that the amount is a reasonable and fair estimate of the actual damages that Tech Mahindra Limited would incur upon such breach.

Following the expiration of the one year period described herein, I shall continue to be obligated under the Covenant Against Disclosure in Section 4 so long as such Confidential Information remains proprietary or protectable as confidential or trade secret information.

Executed this _____ day of _____, 20____

For and on Behalf Of
Tech Mahindra Limited



Venkat Paturi
Head - Resource Management Group

Signature

(NAVEEN VARMA M)

ANNEXURE - I - ACKNOWLEDGMENT

This acknowledgment shall be attached to and considered part of the employment agreement executed this date by and between Tech Mahindra Ltd "Company" and the **Mr. NAVEEN VARMA S** "Employee".

The Employee recognizes, understands and specifically agrees to the restrictive covenant contained in the foregoing agreement. The Employee further acknowledges that said restrictive covenant and the territorial limitations set forth therein is reasonable.

I understand that my employment with the Company is absolutely conditioned upon execution of this Acknowledgment and agreement. I have fully read, understood and agree to be bound by the attached agreement and this Acknowledgment. I, **NAVEEN VARMA M** hereby further acknowledge and confirm that I have read and understood the foregoing agreement. I understand that I have the right and the time to have this agreement reviewed by Advocate of my choice but has declined to do so.

IN WITNESS WHEREOF, and intending to be legally bound hereby, the Employee has set his or her hand on this ___ day of _____ (month), __ (year), and hereby acknowledges, understands and agrees to the above.

[Name & Signature]

Witness/ Notary Public: _____

Annexure - J - INDEMNITY BOND WITH SURETY

This Indemnity is made and executed at <<Joining Location>> on this << Joining Date>> day of << Joining Month>> << Joining Year>> by Mr. /Ms. /Mrs. << Name >> age <<Age>> S/o Mr. <<Father's Name>> a permanent resident of <<Address>> *hereinafter called "Employee" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the first par

AND

Mr. <<Name of Surety>> age <<Age>> S/o Mr.<< Father's Name of Surety>> a permanent resident of << Surety Address>> [hereinafter called "**Surety**" which expression shall, unless repugnant to the context or meaning thereof, mean and include his heirs, legal representatives, administrators, executors and assigns] the party of the second part,

IN FAVOUR OF Tech Mahindra Limited, a company incorporated under the Companies Act, 1956 and having its Corporate Office at Info city, Hi-tech City Layout Madhapur, Hyderabad 500081, India [hereinafter called "**Tech Mahindra**" which expression shall, unless repugnant to the context or meaning thereof, mean and include its successors-in-interest and permitted assigns].

WHEREAS the **Employee** has been selected for appointment as _____ in the Band _____ in the service of Tech Mahindra.

AND WHEREAS an Offer of Appointment containing the terms and conditions of the appointments has already been issued to the **Employee** vide letter No _____ dated _____ of **Tech Mahindra**.

AND WHEREAS the acceptance of the terms and conditions of the appointment has already been communicated to **Tech Mahindra** on _____ by the **employee**.

AND WHEREAS one of the terms and conditions of the appointment is that the Employee shall undergo an initial training programme called Entry Level Integrated Training and Enablement (hereinafter referred as ELITE) which may also include the project specific training/s and would be subsequently placed on assignments relating to various projects of Tech-Mahindra. The Employee shall serve Tech Mahindra for a minimum period of **twenty four (24)** months from the date of joining of the Employee and execute an indemnity with surety in favour of **Tech Mahindra**.

NOW THIS INDENTURE WITNESSETH as under:

1. In compliance of the aforesaid condition in Offer of Appointment subject to which **Tech Mahindra** has agreed to give appointment to the Employee, the Employee **hereby** undertakes to undergo the Initial Training Programme as provided by **Tech Mahindra** without any interruption whatsoever and serve **Tech Mahindra**, on its various projects at any location, in India or abroad, for a minimum period of **twenty four (24)** months from the date of joining.
2. The **Employee** hereby undertakes to devote his/her full time and attention to the business of **Tech Mahindra** with due care, skill and diligence. The **Employee** further undertakes to use his/her best efforts in the performance of his/her duties and responsibilities and abide by the rules and regulations of **Tech Mahindra**.
3. The **Employee** hereby undertakes to honor the commitment made by **Tech Mahindra** to its customer/s for completion of any project/s and further undertakes not to abandon any project before its completion.
4. The party of the Second Part i.e. _____ agrees to stand as Surety for the due performance of the obligation of the **Employee** under this agreement of indemnity. **In case of breach of the terms of this indemnity by the Employee and** failure to indemnify Tech Mahindra, the Surety shall be jointly and severally liable to pay the aforesaid amount of **INR 100,000/- (Rupees One lakh only)** to **Tech Mahindra** with an interest at the rate as specified herein below, immediately on demand.
5. **The Employee further agrees and undertakes that in case, he/she commits breach of the above conditions and resigns from or leaves/abandons the service and/or neglects in performance of the duty assigned to him/her leading to termination of his/her service as per rules/regulations, by Tech Mahindra, he/she shall pay an amount of INR 100,000 (Rupees One lakh only) with the interest thereon @ 15% per annum from the date of breach of the above till the payment thereof, as liquidated damages/cost of training including on the job training, the expenses which Tech Mahindra has incurred/may have to incur in recruiting another employee in his/her place, and also on account of business loss suffered/to be suffered by Tech Mahindra during intervening period. The employee and surety agree that assessment of liquidated damages as assessed as INR 100,000 (Rupees One lakh only) are reasonable, which they both agree to pay jointly and severally, on demand made by Tech Mahindra.**
6. Notwithstanding anything contained herein above, furnishing of this indemnity will not create any right in favour of the **Employee** to continue in the service of **Tech Mahindra** for the aforesaid term of **twenty four (24)** months, and Tech Mahindra shall always have the right to take appropriate action against the **Employee** as per terms of the appointment letter and/or the rules and regulations of **Tech Mahindra** as applicable, in case of commission of any misconduct by the **Employee**.
7. The amount specified above shall constitute a debt owing to **Tech Mahindra** and shall be recoverable from the **Employee** and the Surety jointly and severally with interest thereon at the rate specified above till the payment thereof.

IN WITNESS whereof, the **EMPLOYEE & the SURETY** have put their signatures in the presence of the witnesses.

Signed and delivered by the Party of the first part i.e. the Employee having read and understood the contents/terms of this Indemnity Bond

Name of First Part:

Sig:

Signed and delivered by the Party of the second part i.e. the Surety having read and understood the contents/terms of this Indemnity Bond

Name of Surety:

Sig:

S/d by:-

1. WITNESS: _____
(Name)

NAME & ADDRESS:

2. WITNESS: _____
(Name)

NAME & ADDRESS

July 6, 2017

Mr. O KRANTI KUMAR REDDY,
C Cross Rd,
Ram Nagar Colony,
Chittoor,
Andhra Pradesh 517001

Dear KRANTI KUMAR REDDY,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. O KRANTI KUMAR REDDY,
C Cross Rd,
Ram Nagar Colony,
Chittoor,
Andhra Pradesh 517001

Dear KRANTI KUMAR REDDY,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

Location

Your location of training is **PUNE, 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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				

July 6, 2017

Mr. P.CHANDRA SEKHAR,

DNO: 3-29

Veerakaverirajupuram,

Chittoor District

Andhra Pradesh 517590

Dear CHANDRA SEKHAR,

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: 2021.06.06 21:14:50 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

July 6, 2017

Mr. P.CHANDRA SEKHAR,

DNO: 3-29

Veerakaverirajapuram,

Chittoor District

Andhra Pradesh 517590

Dear CHANDRA SEKHAR,

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

Here are the terms and conditions of our offer:

Joining

Your scheduled date of employment with us will be **14-July-2017**.

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.

Agreement

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

Compensation and Benefits

Salary

Your Total Gross Salary during training will be **INR 25,000 per month** and Total Gross Salary post allocation will be **INR 30,000 per month** . The break-up of your salary has been provided in the Compensation Details sheet in Annexure - I and Annexure - II.

Training Performance - linked Incentive

You will be eligible for a Training Performance-linked Incentive (TPI) upon allocation to a Practice Unit, to a maximum of 20% of your Fixed Gross Salary, based on your performance in the training. The details of this scheme will be communicated on your joining. Please refer to the Compensation Details sheet for more details.

Ex - Gratia / Bonus

You will be eligible for an Ex-Gratia/ Bonus payout which is calculated at 20% of the Basic Salary as mentioned in the Compensation Details sheet at Annexure - I of this letter. The mode of payment for Financial Year 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 4,00,000 per annum.

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust which provides you with a total Life Insurance cover of **INR 62,00,000** of which **INR 32,00,000** is covered towards natural death, and **INR 30,00,000** towards an accidental death. All employees become members of Infosys Welfare Trust, by one-time payment of **INR 250** and fixed monthly contribution of **INR 250**.

The details of the Scheme would be available to you when you join the Company.

Notice Period

During the probation period, if your performance is found to be unsatisfactory or if it does not meet the prescribed criteria, your training/employment can be terminated by the Company with one-month notice or salary thereof. On confirmation, you will be required to give three 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 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.

ANNEXURE - 7
(Compensation during the Training)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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 - 8
(Compensation post Unit allocation)

COMPENSATION DETAILS (All figures in INR per month)				
NAME	Ms. B Sindhu Priya			
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				



APPOINTMENT LETTER

August 9, 2017
PALLAVI REDDY

Dear PALLAVI REDDY,

. We are pleased to offer you the position of a **Associate** on the following terms:

1. **Place of Employment and Timing.**

1.1 Your initial place of work will be at 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.

1.2 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.**

2.1 Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 99000 (Rupees Ninety-Nine Thousand Indian Rupees And Zero Paise Only)**. Other allowances / reimbursements as due to you are detailed in Annexure I.

2.2 You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.

2.3 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.

2.4 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.

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 **1st May 2020**. Your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Also, in case of any subsequent movement out from DOP and/or progression to Band B1 & above, your appointment will become terminable by three months' notice by either party or three months' salary in lieu thereof. Wipro 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 given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





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**

7.1 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.

7.2 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.

7.3 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.

7.4 You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.

7.5 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.

7.6 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.

7.7 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.

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





- 7.8 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 (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. Whilst employed by the company, you:

- 8.1 Will not engage in any external activities of a commercial nature
8.2 Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
8.3 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.
8.4 Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
8.5 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.
8.6 Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

9. Other Provisions.

- 9.1 **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.
9.2 **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
9.3 You shall be governed by the "Service Agreement" as applicable to you.

It is understood that your date of joining **Wipro Limited**, will not be later than **1st May 2020** 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**

A handwritten signature in black ink, appearing to read "Sandesh Kumar", is written over a light blue circular stamp.

Sandesh Kumar
Associate Vice President - Talent Acquisition & Sr Leadership Hiring

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





I accept the terms of this letter.

(Signature)

Date: _____

Name: _____

Enclosed:

- Annexure I (Salary Break Up)
- Annexure II (Conflict Of Interest)
- Annexure III (Personal Information Capture Signoff)
- Annexure IV (Consent for Random or Reasonable Suspicion Drug Test)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





Annexure I

Name	PALLAVI REDDY	
Designation	Associate	
Date Of Joining	1st May 2020	
Level	GROUP AA	
Annual CTC(Rs.)	218129	
Component	In ₹ PA	In ₹ PM
Basic	99000	8250
HRA	49500	4125
Bonus	19800	1650
WBP	24050	2004
Total Fixed Cash	192350	16029
PF	14766	1231
Gratuity (4.81% of Basic)	4762	397
Total Fixed Compensation	211878	17657
ESI	6251	521
Target Cost to Company	218129	18177

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





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.

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





ANNEXURE – III
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT
2000

I { **PALLAVI REDDY** }, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. Validating my Professional records and retaining the same for any future reference/verification
- b. Processing my job application including background verification checks and medical checks
- c. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information 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: **PALLAVI REDDY**

Signature: _____

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





**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 _____ **PALLAVI REDDY** _____, 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.

SIGNED this _____ day of _____, 20____ at _____.

Name: _____ **PALLAVI REDDY** _____

Candidate Signature: _____

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





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: 1413317

Letter of Intent ("LOI")

Dear PANDYAN K,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

PANDYAN K

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring



APPOINTMENT LETTER

August 9, 2017
PARTHIBHAN

Dear PARTHIBHAN,

. We are pleased to offer you the position of a **Associate** on the following terms:

1. **Place of Employment and Timing.**

1.1 Your initial place of work will be at 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.

1.2 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.**

2.1 Compensation. As compensation for services to be rendered pursuant to this letter, the Company shall pay you an annual basic salary of **Rs 99000 (Rupees Ninety-Nine Thousand Indian Rupees And Zero Paise Only)**. Other allowances / reimbursements as due to you are detailed in Annexure I.

2.2 You will be provided with a Comprehensive Medical Insurance and will also be covered under the Group Personal Accident Insurance, while on Company business.

2.3 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.

2.4 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.

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 **1st May 2020**. Your appointment is terminable by two months' notice by either party or two months' salary in lieu thereof. Also, in case of any subsequent movement out from DOP and/or progression to Band B1 & above, your appointment will become terminable by three months' notice by either party or three months' salary in lieu thereof. Wipro 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 given by you. However, if the management desires you to continue the employment during the notice period, you shall do so.

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

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





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**

7.1 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.

7.2 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.

7.3 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.

7.4 You shall not directly or indirectly, engage or assist others to engage in, any activity or conduct that violates the provisions of this Clause.

7.5 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.

7.6 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.

7.7 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.

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





- 7.8 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 (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. Whilst employed by the company, you:

- 8.1 Will not engage in any external activities of a commercial nature
8.2 Will not engage in any activity of a non-commercial nature without prior written approval of the Company.
8.3 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.
8.4 Will be required to apply and maintain the highest standards of personal conduct and integrity and comply with all Company policies and procedures.
8.5 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.
8.6 Will maintain best standards of personal health and should necessarily be medically fit to perform your duties

9. Other Provisions.

- 9.1 **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.
9.2 **Governing Law.** This appointment shall be governed by and interpreted in accordance with the laws of India.
9.3 You shall be governed by the "Service Agreement" as applicable to you.

It is understood that your date of joining **Wipro Limited**, will not be later than **1st May 2020** 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**

A handwritten signature in black ink, appearing to read "Sandesh Kumar", is written over a light blue circular stamp.

Sandesh Kumar
Associate Vice President - Talent Acquisition & Sr Leadership Hiring

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





I accept the terms of this letter.

(Signature)

Date: _____

Name: _____

Enclosed:

- Annexure I (Salary Break Up)
- Annexure II (Conflict Of Interest)
- Annexure III (Personal Information Capture Signoff)
- Annexure IV (Consent for Random or Reasonable Suspicion Drug Test)

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





Annexure I

Name	PARTHIBHAN	
Designation	Associate	
Date Of Joining	1st May 2020	
Level	GROUP AA	
Annual CTC(Rs.)	218129	
Component	In ₹ PA	In ₹ PM
Basic	99000	8250
HRA	49500	4125
Bonus	19800	1650
WBP	24050	2004
Total Fixed Cash	192350	16029
PF	14766	1231
Gratuity (4.81% of Basic)	4762	397
Total Fixed Compensation	211878	17657
ESI	6251	521
Target Cost to Company	218129	18177

Registered Office:

Wipro Limited
 Doddakannelli
 Sarjapur Road
 Bengaluru 560 035
 India
 T : +91 (80) 2844 0011
 F : +91 (80) 2844 0256
 E : info@wipro.com
 W : wipro.com
 C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





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.

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted





ANNEXURE – III
PERSONAL INFORMATION AS REQUIRED UNDER INFORMATION TECHNOLOGY ACT
2000

I { **PARTHIBHAN** }, confirm that I am voluntarily sharing my Personal Information with Wipro Limited ('Wipro') for the following purposes:

- a. Validating my Professional records and retaining the same for any future reference/verification
- b. Processing my job application including background verification checks and medical checks
- c. Employment-related actions including record keeping, processing compensation and benefits and any action required in the context of my employment with Wipro.

In this context, I also agree to the retention of such Personal Information 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: **PARTHIBHAN**

Signature: _____

Registered Office:

Wipro Limited
Doddakannelli
Sarjapur Road
Bengaluru 560 035
India

T : +91 (80) 2844 0011
F : +91 (80) 2844 0256
E : info@wipro.com
W : wipro.com
C : L32102KA1945PLC020800

Sensitivity: Internal & Restricted



29-Oct-2017

Dear Rajuk,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294771

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Annexure A

Name:	Raju K	Designation:	Programmer Analyst Trainee
-------	--------	--------------	----------------------------

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

Letter of Intent

24 February 2017

Ramesh Babu G

Siddharth Institute of Engineering & Technology
Chittoor

Dear **Ramesh Babu,**

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



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: 1413814

Letter of Intent ("LOI")

Dear RATHNAM ANAND,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

RATHNAM ANAND

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring



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: 1413479

Letter of Intent ("LOI")

Dear RAVILLA TEENU KRISHNA MOHAN,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

RAVILLA TEENU KRISHNA MOHAN

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

29-Oct-2017

Dear Rohitha,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID - 14294157

In continuation to our discussions, we are pleased to offer you the role of Programmer Analyst Trainee in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.401,986/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in Annexure A.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.450,500/-. This includes an annual incentive indication of Rs.22,500/-, as well as Cognizant's contribution of Rs.19,500/- towards benefits such as Medical, Accident, Life Insurance, as applicable.

Your appointment will be governed by the terms and conditions of employment presented in Annexure B. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

Global Head-Talent Acquisition

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

Annexure A

Name: Rohitha Y Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	10325	123,900
2	HRA*	6195	74,340
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*	7129	85,548
	Annual Gross Compensation		353,988
	Incentive Indication (per annum)**		22,500
	Annual Total Compensation		376,488
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		19,500
	Gratuity		6,003
	Annual Total Remuneration		401,991

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

- Floating Medical Insurance Coverage of Rs. 250,000/- per annum
- Round the Clock Group Personal Accident Insurance coverage
- Group Term Life Insurance Coverage
- Employees' Compensation insurance benefit as per the Employees' Compensation Act, 2010
- Gratuity, on separation after 4 years and 240 calendar days of continuous service, payable as per Payment of Gratuity Act
- Women associates joining Cognizant will be entitled to Maternity leave as per the Maternity Benefit (Amendment) Act, 2017

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

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

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

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

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

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

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

Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to pursue another path. Your formal commitment to joining us forms the basis of further planning and client communication at Cognizant. If you renege on the commitment and decide not to join us after signing the offer letter, Cognizant reserves the right to not consider you for future career opportunities in the company. We look forward to welcoming you to Cognizant.

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

CDS/HR/TR/OL/2017-09

Confidential

Date: 22nd Sep 2017

VIGNESH B,
Tirupati.

Dear

SUSMITHA,

Subject: Trainee Software Developer Offer Letter

Congratulations on your selection for **Trainee Software Developer** position at **Covalense Digital Solutions Private Ltd.** You are requested to join **Covalensedigital** on 1st October 2017 at our Bangalore Office. Please report at the office by 10:30 AM.

By accepting this appointment letter, you agree to the following initial terms & conditions. Please confirm your acceptance through email or in writing, within 3 working days from the date of receipt of this letter.

1. There will be a 6 month Training period, during which your role will be "Trainee Software Developer". Your total cost to the company shall be **Rs.3,00,000.00/- (Rupees Three Lakh Only)** for 12 months.
2. The details of your compensation are given at the end of this letter. Your performance will be continuously assessed during the probation period. Based on your satisfactory performance, your appointment as "Trainee Software Developer" will be confirmed effective **21st March 2017.**
3. Your performance will be assessed at the end of 6th month (March 2018) and 12th month (September 2018) and thereafter once every 12 months assessments will be used to revise your compensation structure and role.
4. Your compensation package starting 1st October 2017 will be 2 LPA (Cost To Company). Any change in Compensation and role/designation indicated in clause 3 above will be purely based on your Performance.
5. You will be required to sign an agreement to confirm your willingness to get trained for a period of 6 months with a stipulation that you should work for Covalensedigital for a minimum period of 2.6 years (30 Months) from the date of completion of the initial 6 months training. This period will be termed as "Compulsory Period".
6. Covalensedigital reserves the right to terminate your training and remove you from the position if your performance is found unsatisfactory or if you are found violating the terms of the agreement you have executed.
7. During your initial 6 months' probation period, you will be entitled for 6 Casual leaves. In the first year of service post your probation period, you are entitled for 12 days leave (Casual

leaves and Sick leaves with medical certificate). Starting from second year of service, standard leave policy will apply.

8. Once you complete 6 months, you will be a full time employee of Covalensedigital purely based on your performance and will be eligible for the benefits applicable for full time employees.
9. Please note that during the tenure of your work with Covalense Digital Solutions Private Limited in India, you may also be relocated to any place in India or outside India and as such you may at any time be Transferred / Seconded to any of the offices of the Company, its associates, organizations with whom the Company has transactions, whether the office is subsidiary, associate or the organization is in existence today or is to be setup hereafter.
10. You will be covered under Employee State Insurance Scheme of India.
11. **Mandatory Documents to carry on the day of joining:**
 - a. Educational Qualification Certifications – Starting from 10th, 12th and Graduation.
 - b. Copy of Passport.
 - c. Copy of PAN Card.
 - d. Copy of Aadhar card.
 - e. 2 Passport sized photographs for your Dossier and Identity Card.

Please carry all the original documents for the verification along with the photo copies of the same.

We wish you a successful career with Covalensedigital. You may contact the undersigned for any queries.

Yours Truly

For Covalense Digital Solutions Private Limited



Akhil Kittur
Signature of Employee
Assistant Manager - HR

ANNEXURE-A

Compensation Package:

Name	VIGNESH B	
Designation	Trainee Software Developer	
Department	Integrations	
Date of Joining	1 st OCTOBER 2017	
Salary Structure:	Monthly (INR)	Annual (INR)
Basic	10,000.00	1,20,000.00
House Rent Allowance(HRA)	4,000.00	48,000.00
Special Allowance	8,719.00	1,04,628.00
GROSS SALARY (A)	22,719.00	2,72,628.00

Covalensedigital Contributions:		
Employer Provident Fund	1,800.00	21,600.00
Gratuity	481.00	5,772.00
Total Contributions (B)	2,281.00	27,372.00

Cost to The Company (A+B)		3,00,000.00
----------------------------------	--	-------------

More information on the benefits and allowances:

Provident Fund:

Under Provident Fund Scheme, employer will contribute 12% on 15000 or equivalent to employee contribution, whichever is lower, in addition to the employee contribution. Both Employer and Employee contributions are part of Total CTC.

Gratuity:

Gratuity is a part of the total CTC. Benefits from the Gratuity contributions is available only on completion of 5 years continuous service with the Covalensedigital.

Health Insurance:

Covalensedigital covers its employees under Group Health Scheme for the benefit of the employee. This coverage includes employee, Spouse and 2 Children. The health insurance is provided at no cost to the employee.

Term Life Insurance:

Covalensedigital covers its employees under a Term Insurance scheme which covers an unfortunate demise (Natural/Accidental) of an Employee and the coverage is up to 100% of Sum Insured. The Term Life Insurance is provided at no cost to the employee.



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: 1413172

Letter of Intent ("LOI")

Dear VIJAY KRISHNA B,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

VIJAY KRISHNA B

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

Letter of Intent

24 February 2017

VISWASREE A

Siddharth Institute of Engineering & Technology
Chittoor

Dear **VISWASREE**,

We are pleased to inform you that you have been provisionally short-listed for employment as “**Trainee**”.

We will keep you posted with respect to the start of the training programme, wherein you will be commissioned to attend the Training Programme at our Hexaware office in **Chennai**.

During the training period you will be entitled for a stipend of Rs.15000/-pm for the period of 3 months and on successful completion of your training you will be paid a salary of Rs.2.00 Lac pa.

You are required to sign a bond of 24 Months before the start of training programme, in the event of bond breakage you will be required to pay a sum of Rs. 1 Lac.

You will receive a formal letter of appointment (on probation basis) with all the terms and conditions post joining the organisation.

As a token of your acceptance, that you have read and understood this Letter of Intent, please send in your confirmation to campusconnect@hexaware.com confirming your interest in joining Hexaware.

Yours faithfully,
For **HEXAWARE TECHNOLOGIES LIMITED**

Monica Mathur

Monica Mathur
Associate Vice President, Recruitment



HEXAWARE TECHNOLOGIES LTD.

Regd. office: Bldg No. 152, Millennium Business Park, Sector - III, 'A' Block, TTC Industrial Area, Mahape,
Navi Mumbai, 400710, Tel. : +91 22 6791 9595, Fax : +91 22 6791 9500
(CIN) : L72900MH1992PLC069662 URL: www.hexaware.com



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: 1413179

Letter of Intent ("LOI")

Dear YAMUNA M,

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 Lol, 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

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Tejinder Sethi

Head - Fresher Hiring

ANNEXURE 1

YAMUNA M

Analyst and A4

You will be under probation for six (6) months from your date of joining Capgemini. During this period, your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakh Fifteen Thousand only)**. **Subsequent to your successful completion of training and probation, your all-inclusive annual target compensation (on a cost to company basis) will be revised to INR 3,80,000/- (Rupees Three Lakh and Eighty Thousand only)**. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

For & On Behalf of Capgemini

Tejinder Sethi
Head - Fresher Hiring

OFFER LETTER

Ms.VASADI ANUSHA
Siddarth Institute of Engineering and Technology
Puttur, Andhra Pradesh

Sep 16, 2017

Dear VASADI ANUSHA

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Customer Support Executive-Trainee**.

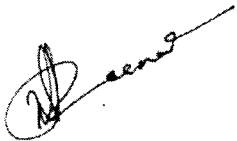
On successful completion of your training, you will be applicable for Payroll with annual package of Rs.2,10,000/- and your Role Designation will be **Customer Support Executive**. The detailed structure of your salary will be provided in the appointment letter. The location of posting would be communicated to you upon successful completion of training. Post completion of your probation period, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

On confirmation as a regular employee, you will be required to give one month notice in case you decide to leave our services. Similarly, the Company may terminate your services immediately on disciplinary grounds.

We expect you to join on **December 4, 2017** otherwise this offer will stand withdrawn automatically. The company looks for a long-term association with its employees and expects the same from you.

Welcome to the Concentrix family. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



Mrs. Haseena Shaik
HR Manager

CONCENTRIX SERVICES

No: 17/7, Ground Floor, Dwaraka Nagar, Vishakapatnam, Andhra Pradesh-41, India.

OFFER LETTER

Sep 16, 2017

Ms.MANASA MITTAPALLI
Siddarth Institute of Engineering and Technology
Puttur, Andhra Pradesh

Dear MANASA MITTAPALLI

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Customer Support Executive-Trainee**.

On successful completion of your training, you will be applicable for Payroll with annual package of Rs.2,10,000/- and your Role Designation will be **Customer Support Executive**. The detailed structure of your salary will be provided in the appointment letter. The location of posting would be communicated to you upon successful completion of training. Post completion of your probation period, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

On confirmation as a regular employee, you will be required to give one month notice in case you decide to leave our services. Similarly, the Company may terminate your services immediately on disciplinary grounds.

We expect you to join on **December 4, 2017** otherwise this offer will stand withdrawn automatically. The company looks for a long-term association with its employees and expects the same from you.

Welcome to the Concentrix family. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



Mrs. Haseena Shaik
HR Manager

CONCENTRIX SERVICES

No: 17/7, Ground Floor, Dwaraka Nagar, Vishakapatnam, Andhra Pradesh-41, India.

OFFER LETTER

Mr.A. MIDHUN KUMAR
Siddarth Institute of Engineering and Technology
Puttur, Andhra Pradesh

Sep 16, 2017

Dear A. MIDHUN KUMAR

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Customer Support Executive-Trainee**.

On successful completion of your training, you will be applicable for Payroll with annual package of Rs.2,10,000/- and your Role Designation will be **Customer Support Executive**. The detailed structure of your salary will be provided in the appointment letter. The location of posting would be communicated to you upon successful completion of training. Post completion of your probation period, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

On confirmation as a regular employee, you will be required to give one month notice in case you decide to leave our services. Similarly, the Company may terminate your services immediately on disciplinary grounds.

We expect you to join on **December 4, 2017** otherwise this offer will stand withdrawn automatically. The company looks for a long-term association with its employees and expects the same from you.

Welcome to the Concentrix family. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



Mrs. Haseena Shaik
HR Manager

CONCENTRIX SERVICES

No: 17/7, Ground Floor, Dwaraka Nagar, Vishakapatnam, Andhra Pradesh-41, India.

Date: 28-08-2017

Dear Medi Manoj Kumar

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear V.B.Hari Priya

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office -- as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date:28-08-2017

Dear M.Poornima

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear Gogula Pedda Balaraju

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear I.Irfan Khan

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear Lakshmaiah Perur

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to:
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date:28-08-2017

Dear R.Priyanka

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you, the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements.
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date:28-08-2017

Dear Radhika Boyalla

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear V.R.Gayathri

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you, the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear Gajulapalli Mohan Krishna

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.

Date: 28-08-2017

Dear T.Priyanka

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you, the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person)
 - (iv) You're successfully completing the reference check.

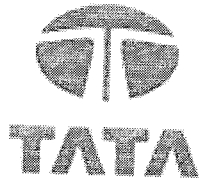
Date: 28-08-2017

Dear G Pavithra

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

Subsequent to our meeting and interview we are pleased to offer you appointment in Genpact as **Process Associate** Subject to following terms and conditions;

1. Your annual Cost to Company (CTC) will be **Rs. 270,000/-** Variable component, Annual Bonus and locations specific allowances are paid in addition to your CTC.
2. Applicability of Location specific allowances may vary according to location and/or company Policy. Company may provide facilities in lieu of these allowances.
3. Your initial place of work will be **Hyderabad**. Your initial process/COE would be informed to you at the time of joining. However, the company may, transfer you to another location / process on a need basis post consultation with you; the following has been agreed upon.
 - (i) Date of Joining: To be updated – Post Pre-Hire Orientation session
 - (ii) Reporting Time: To be updated as per process requirements
 - (iii) Location:
4. If at the time of joining, your assigned place of work is different from your current location ("Relocation"), the Company Guest House can be availed by you. The Guest house can be availed for a period of 15 days. The Company shall, in lieu of the accommodation provided, make a monthly deduction of Rs. 250 for a period of 24 months. Further, in case of termination of employment by either party, before such amount has been fully recovered by the Company, the Company shall deduct the balance amount from your full and final settlement."
5. As a precondition to employment with the Company, it is mandatory for you to obtain registration at the National Skills Registry developed by NASSCOM and furnishes proof of registration at the time of joining. Such registration with the National Skills Registry enables the company to assess your credentials from the standpoint of personal, academic and career information. The registration also secures your identity and credentials from potential misuse as well as offers increased security for the Company.
6. You shall be required to provide the Company all documents and information as set forth in annexure I of this letter of Intent.
7. Genpact operates 7 days a week, 24 hours a day. You will be expected to attend office – as assigned to you by your supervisor in compliance with laws in force as a full time employee, you will be eligible for 2 weekly offs (any 2 days of the week, depending upon business needs). You may however be required to attend office on your off days if the business needs so demand. In such cases, you will be eligible for compensatory off according to company policy.
8. As a fulltime employee, you will be entitled to 25 working days of earned leaves per annum. You can avail these, subject to prior approval by the Company. Accumulation / carry-forward of leave will be governed according to existing Company policy in force from time to time. For part time employees, earned leaves will be prorated as per your work schedule.
9. This LOI shall be subject to;
 - (i) You're clearing the final year graduation exams without any papers pending at the time of joining.
 - (ii) Producing the original final year mark sheet.
 - (iii) You're clearing the Pre Hire Orientation session which will be conducted by the process manager before your on-boarding (either Telephonic or in person).
 - (iv) You're successfully completing the reference check.



Offer: Computer Consultancy
Ref: TCSL/DT20172467015/Pune
Date: 11/07/2017

Mr. M.PRAVEEN KUMAR REDDY,
Karakampalli(V), T.V.Palli(P&M), Chittoor(D),
Andhra Pradesh - 517131

Dear M.PRAVEEN KUMAR 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.

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467015

TATA CONSULTANCY SERVICES

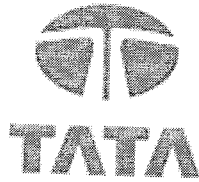
Tata Consultancy Services Limited

Silicon Teras, Ground Floor, No. 101A/101B, CTS 1095, Nagar Road, Yerwada, Pune-411 006 India

Tel: 91 20 6608 7177 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Nandal Building, 9th Floor, Nandambai Fort, Marolji 400 021

TCS Careers Service Line: 1800 209 5111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20172467967/Pune
Date: 11/07/2017

Mr. VADLAMUDI PAVAN KUMAR ,
1-48, TANK STREET,
GANGADHARA NELLORE (V,P&M),
CHITTOOR, AP - 517125

Dear VADLAMUDI PAVAN KUMAR,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467967

TATA CONSULTANCY SERVICES

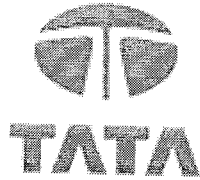
Tata Consultancy Services Limited

Nipani Tower, Ground Floor, S.No. 103/A/11, I/2, CTS, 2495, Nagar Road, Yerwade, Pune 411 006 - India

Tel: 91 20 6608 7177 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Minerva Building, 5th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 3111 Email: Careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20172467879/Pune
Date: 11/07/2017

Ms. K. PAVANI,
18/176, RAJAKA COLONY,
PUTTUR, CHITTOOR(D),
A.P- 517583

Dear K. PAVANI,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467879

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

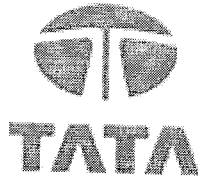
Nizam Road, Ground Floor, 5th Cross, 4th/129, CTS 1094, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6698 7777 Fax: 91 20 6698 7107 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nirmal Park, Mumbai 400 021

TCS Careers Service line: 3680 200 1111 Email: careers@tcs.com

1



Offer: Computer Consultancy
Ref: TCSL/DT20172467856/Pune
Date: 11/07/2017

Mr. PAVAN KALYAN.Y,
8-1-17,YERRADODDIGARI PALLI(V),
GORANTLAPALLI(P),K.V.PALLI(M),
CHITTOOR(D),ANDHRA PRADESH - 517213

Dear PAVAN KALYAN.Y,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467856

TATA CONSULTANCY SERVICES

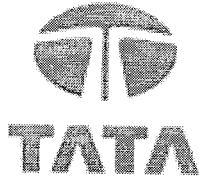
Tata Consultancy Services Limited

Noida: Tata, Ground Floor, S.No. 63/A/1/1/1/1, CTS 1945, Nagar Road, Yerrada, Pune 411 006, India

Tel: 91 20 6205 7777 Fax: 91 20 6205 7101 Website: www.tcs.com

Registered Office: Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 200 3111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20172467224/Pune
Date: 11/07/2017

Ms. KATTI LOHITHA,
D.NO 2-155A, VENKATAREDDY PALLI(V),
TADIPATRI(M), ANANTAPUR(D), A.P.

Dear P. VEMKATESH,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467224

TATA CONSULTANCY SERVICES

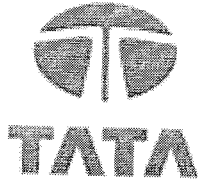
Tata Consultancy Services Limited

Niyati Taram, Ground Floor, S.No. 103/A/1/1/29, CTS 1995, Nagar Road, Yeshwantpur, Pune 411 006 India

Tel: +91 20 6606 7171 Fax: +91 20 6606 7107 Website: www.tcs.com

Registered Office: Minerva Building, 9th Floor, Nariman Point, Mumbai 400 021

HR Career Services: 1800 209 2111 Email: careert@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT2017246724/Pune
Date: 11/07/2017

Mr.VUPPALA JAGADEESH,
D.No:3-470,
KARNALA STREET,
SRIKALAHASTHI(M),
CHITTOOR(D),
A.P-517644

Dear VUPPALA JAGADEESH,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential
TCSL/DT2017246724

TATA CONSULTANCY SERVICES

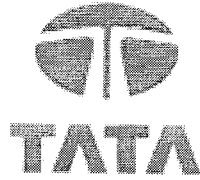
Tata Consultancy Services Limited

Nagar Tiera, Ground Floor, S.No. 193/A/1/129, CTS 1985, Nagar Road, Yerwada, Pune-411 006 India

Tel: 91 20 6635 7177 Fax: 91 20 6688 7107 Website: www.tcs.com

Registered Office: Nand Building, 9th Floor, Nariman Point, Mumbai-400 021

TCS Careers Surveillancer: 1800 209 3111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20172467171/Pune
Date: 11/07/2017

Mr.THAKILAPATI MAHESH,
5/291 BARATHAMMITTA 10TH, CROSS, NORTH,
PAKALA,CHITTOOR(D), A.P

Dear P.PRUTHVI NATH,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467171

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

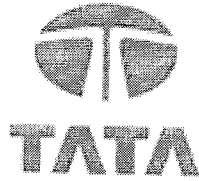
Nagar, Tiam, Ground Floor, S.No. 102/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006, India

Tel: 91 20 6608 7777 Fax: 91 20 6608 2102 Website: www.tcs.com

Registered Office: Ninth Building, 9th Floor, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 800 299 3111 | Email: careers@tcs.com

1



Offer: Computer Consultancy
Ref: TCSL/DT20172467991/Pune
Date: 11/07/2017

Mr. POOLA BHRATH
4-6,RENTALA CHENU,
TIRUMALAI AH PALLI,
CHITTOOR(D), A.P-517214

Dear POOLA BHARATH

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467991

TATA CONSULTANCY SERVICES

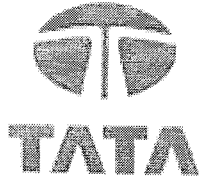
Tata Consultancy Services Limited

Nagar Tera, Ground Floor, S.No. 103/A/1/129, CTS 1995, Nagar Road, Yerwada, Pune 411 006, India

Tel: 91 20 6668 7777 Fax: 91 20 6668 7167 Website: www.tcs.com

Registered Office: Nimji Building, 9th Floor, Nairn on Point, Mumbai 400 021

TCS Careers Service Line: 8300 208 3111 Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TCSL/DT20172467185/Pune
Date: 11/07/2017

Mr. ANNA NAVEEN KUMAR,
C.D.KANDRIGA(V&P), KARVETINAGAR(M),
CHITTOOR(D), AP- 517582

Dear ANNA NAVEEN KUMAR,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within **7** days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TCSL/DT20172467185

TATA CONSULTANCY SERVICES

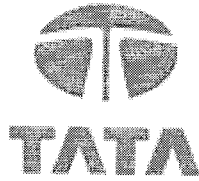
Tata Consultancy Services Limited

Niyati Tower, Ground Floor, S.No. 193/A/1/129 CTS 1985, Nagar Road, Yerwada, Pune 411 006 India

Tel: 91 20 6608 7177 Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Netaji Park, 9th Floor, Narimán Point, Mumbai 400 021

TCS Career Service Line: 1800 209 2111 | Email: careers@tcs.com



Offer: Computer Consultancy
Ref: TC SL/DT20172467384/Pune
Date: 11/07/2017

Mr.DAMA MAHESH,
26-3-1673,6TH STREET,
CHANDRAMOULI NAGAR ,
VEDAYAPALEM,
NELLORE,A.P.,PIN:524004

Dear DAMA MAHESH,

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 **₹3,18,887/-** per annum, as per the terms and conditions set out herein. The gross salary mentioned above is inclusive of the Performance Pay becoming effective upon successful completion of the Initial Learning Programme (ILP).

Kindly confirm your acceptance of this offer online through the option 'Accept Offer letter'. If not accepted within 7 days, it will be construed that you are not interested in this employment and this offer will be automatically withdrawn.

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy.

TCS Confidential

TC SL/DT20172467384

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Near Tiera, Ground Floor, S.No. 161/A/1/120, CTS 1945, Nagar Road, Vedaia, Pune 411 006 India

Tel: 91 20 6608 772 / Fax: 91 20 6608 7107 Website: www.tcs.com

Registered Office: Hemis Building, 90's Flax, Nariman Point, Mumbai 400 021

TCS Careers Service Line: 1800 209 3111 Email: careers@tcs.com

1



High performance. Delivered.

Strictly Private and Confidential

27-July-2017

B.DIVYA SREE,

D.No:28-922/1 ,

DHARMARAJA COLONY ,

THENABANDA ROAD,

CHITTOOR ,A.P.,PIN:517001

Dear B.DIVYA SREE

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

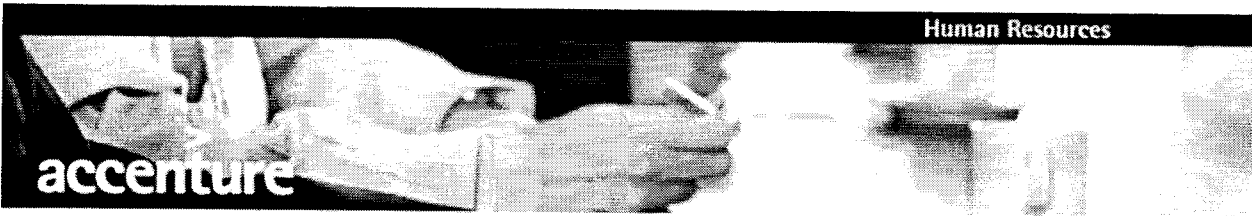
- Your annual fixed compensation for FY14 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1
Signed By: BHASKAR GHOSH



High performance. Delivered.

Strictly Private and Confidential

27-July-2017

JYOSHNA VEPUR,

D.No:20-7-27/410

Vasavi Sree Towers,

Korlagunta,Tirupathi,A.P.,517501

Dear Jyoshna Veepuri,

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

Role - Software Engineering Associate

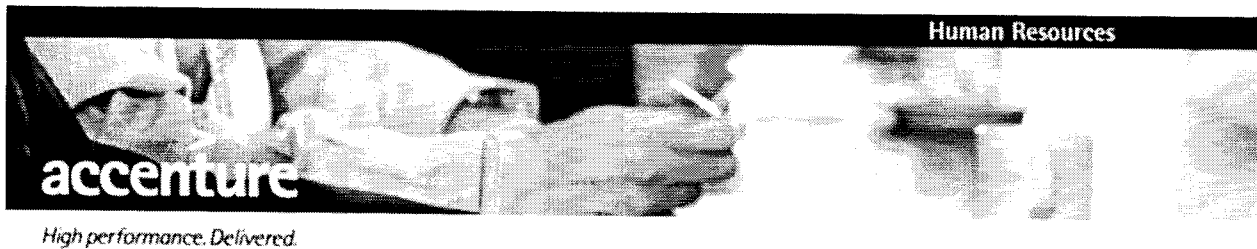
Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017(FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY17 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.



Strictly Private and Confidential

27-July-2017

KATIKAPALLI BHANU PRAKASH,
BOPPARAJUPALEM(V),
SAMUDAYAM(P),
NARAYANAVANAM(M),
CHITTOOR(D),A.P.

Dear **KATIKAPALLI BHANU PRAKASH,**

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

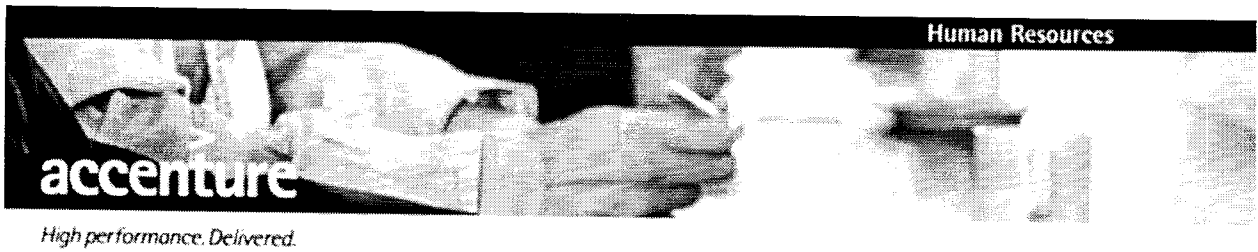
- Your annual fixed compensation for FY17 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1
Signed By: BHASKAR GHOSH



Strictly Private and Confidential

27-July-2017

JANGAM JAYASUDHA,

D.NO:2-116,

PATHAGUNTA (V&P),

VEDHURUKUPPAM(M),

CHITTOOR(D),A.P.,PIN:517569.

Dear JANGAM JAYASUDHA,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

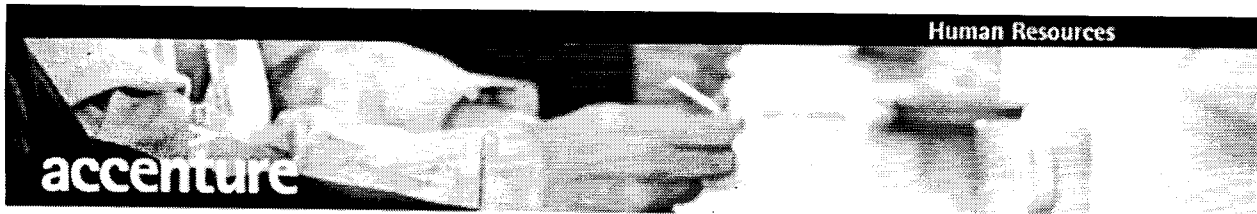
- Your annual fixed compensation for FY17 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1
Signed By: BHASKAR GHOSH



High performance. Delivered.

Strictly Private and Confidential

27-July-2017

**RAJYAM MADHUSREE,
CHANANBATLA (V),
CHANDRAGIRI (M),
CHITTOOR (D),A.P.PIN:517101**

Dear RAJYAM MADHUSREE,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017(FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

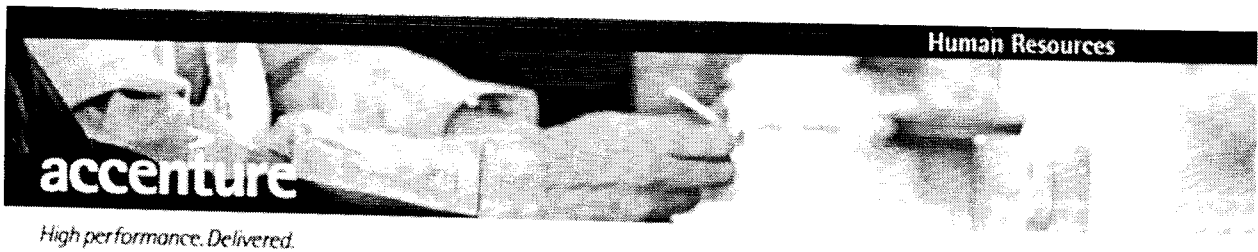
- Your annual fixed compensation for FY17 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1
Signed By: BHASKAR GHOSH



Strictly Private and Confidential

27-July-2017

KONDURU JASWANTH VARMA,

19-46-57-256.JAYALAKSH,

I COLONY OLD THIRUCHANURU ROAD

TIRUPATI,A.P.,517501

Dear Konduru Jaswanthvarma,

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY14 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/- . The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

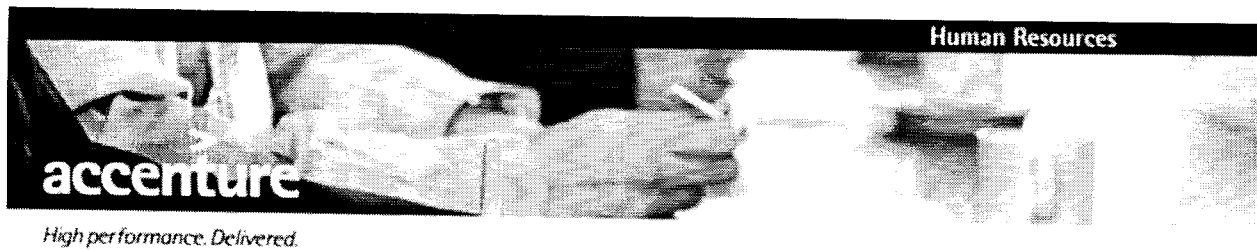
Version 2 (October 2017)

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1

Signed By: BHASKAR GHOSH



Strictly Private and Confidential

27-July-2017

K.R.GOWTHAM,
15/136,NEWPET,KUPPAM,
CHITTOOR(D),
A.P.PIN:517425

Dear **K.R.GOWTHAM,**

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

Role - Software Engineering Associate

Career level - 12

Talent Segment - Software Engineering

Your annual total cash compensation for Financial Year 2017 (FY17) is Rs. 300000/- and will be structured as per the attached Annexure - I.

- Your annual fixed compensation for FY14 is Rs. 276500/-; it includes allowances and will be structured in accordance with the Company's compensation guidelines. The annual fixed compensation includes employer's contribution to Provident Fund, as applicable.
- As part of your annual total cash compensation, you are eligible to participate in the FY17 Local Variable Bonus (LVB) programme. At your career level, the annual target variable payout is estimated as Rs. 23500/-. The LVB will be paid out subject to you being on the rolls of the Company on the date of disbursement of these payouts and will be prorated based on your tenure in the Company during the year. The payout that you receive will depend on your and Delivery Centers for Technology, India performance against plans in FY17. Details of the programme will be communicated to you separately. The Company may, at any time and in its sole and absolute discretion, amend, suspend, vary and modify any of the terms and conditions of the Local Variable Bonus guidelines.

Your employment with Accenture will be governed by the attached 'Terms of Employment'. You are required to carefully read and understand these Terms of Employment as a part of accepting this offer. As further detailed in the Terms of Employment, this offer and your employment with Accenture is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

1

Candidate's Signature _____

Reference Id: 9744669f-18ca-4713-9336-bae5c790dbad_1
Signed By: BHASKAR GHOSH



APPOINTMENT LETTER

24 AUG.2017

J.HEMALATHA
D/O J.VENKAT REDDY
6-36,KANCHEPALLI (V),
PICHALAVANDLA PALLE (P),
KURABALAKOTA(M),
CHITTOOR(D),A.P.,PIN:517325

Dear J.HEMA LATHA

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671822

Page 1



ANNEXURE III

SALARY OFFER SHEET

Name : J.HEMA LATA

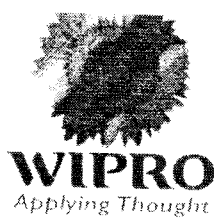
Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.



APPOINTMENT LETTER

24 AUG.2017

LALASA OBILLI
D/O O.SIDDAREDDY
7-29/1,VASAVINAGAR,
M.R.PALLI,TIRUPATI,
CHITTOOR(D),
A.P.,PIN:517502

Dear LALASA OBILLI

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

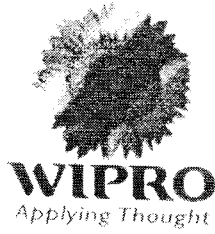
2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671834

Page 1



ANNEXURE III
SALARY OFFER SHEET

Name : LALASA OBILLI

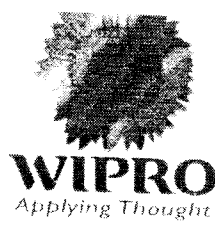
Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.



33

APPOINTMENT LETTER

24 AUG.2017

V.LAKSHMI-PRIYA
D/O V.SREERAMULU
28/103A.SAI NAGAR,
PUTTUR,CHITTOOR(D)
A.P..PIN:517583

Dear V.LAKSHMI PRIYA

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

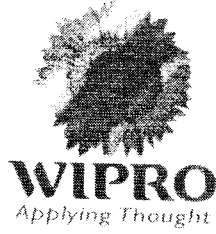
2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671835

Page 1



ANNEXURE III

SALARY OFFER SHEET

Name : VLAKSHMI PRIYA

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

APPOINTMENT LETTER

24 AUG.2017

CHITTOOR SUDHAKAR KEERTHI
D/O C.M.SUDHAR
D.No: 18/28,TIRUPATI ROAD,
PUTTUR,CHITTOOR(D),
A.P.,517583

Dear CHITTOOR SUDHAKAR KEERTHI

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

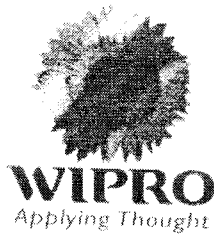
2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No :5671839

Page 1



ANNEXURE III
SALARY OFFER SHEET

Name : CHITTOOR SUDHAKAR KEERTHI

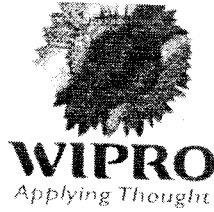
Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.



APPOINTMENT LETTER

24 AUG.2017

P.J.DINESH KUMAR
S/O P.JANARDHAN REDDY
D.No 1-93,
MUDARAMDODDI (V&P), V.
KOTA(M), CHITTOOR(D),
A.P.PIN:517424

Dear P.J.DINESH KUMAR

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

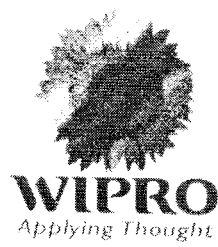
2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No : 5671838

Page 1



ANNEXURE III

SALARY OFFER SHEET

Name : P.L.DINESH KUMAR

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.



APPOINTMENT LETTER

24 AUG.2017

GOURISH KONDETI
S/O K.GANGANNA NAIDU
D.No:3/204,
SINGANMALA STREET,
CHITVEL(P&M),
KADAPA(D),A.P.,516104

Dear GOURISH KONDETI

Welcome to Wipro Limited ('Wipro') and congratulations on your appointment as **Project Engineer**.

1. Appointment Details:

- a. The date of appointment is effective from the date of joining.
- b. You will be on probation for a period of 1 year from the date of the appointment. On completion of the Probationary period, your appointment will be confirmed and communicated to you in writing. Unless confirmation is communicated in writing, the probation period is deemed extended.
- c. The retirement age is 58 years.
- d. You agree to be transferred in such capacity as Wipro may from time to time determine to any other location, department, function, establishment, or branch of Wipro or subsidiary, associate or affiliate of Wipro. In such case you will be governed by the terms and conditions of service applicable to the new assignment including compensation, working hours, holidays, leave, people policies, etc.
- e. We provide support to our global customers through various Wipro locations in India to suit customer time including on 24x7 basis. You agree to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in mind business needs and deliverables to customers.
- f. This letter of appointment is subject to your successful completion of all curricular requirements as laid down by the University/Institution for award of the degree/diploma and the requirements, including aggregate, specified by Wipro for your role.

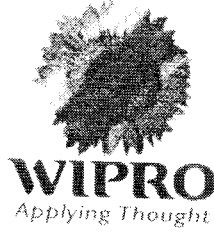
2. Compensation:

You will be eligible for:

- a. Compensation and benefits in accordance with Annexure III titled Salary Offer Sheet. (Please refer Page 8).
- b. Quarterly Performance Linked Compensation (QPLC) - The details of this component are listed in Annexure V (Please refer Page 11). The QPLC program may be changed or modified in part or full thereof from time to time, at the sole discretion of the management.
- c. Other compensation and benefits in accordance with Wipro policy as modified and intimated to you from time to time. Your compensation will be reviewed periodically as per Wipro policy.
- d. Changes in your compensation are at Wipro's discretion and will be subject to and on the basis of effective performance and results during your period of employment and other relevant criteria.

Ref No : 5671837

Page 1



ANNEXURE III

SALARY OFFER SHEET

Name : GOURISH KONDETI

Position : Project Engineer

Career Group: TRB - II

- a. You will be on training (classroom/on the job) for the first three months, from your date of joining. During the training period, you will receive a stipend of **Rs.18000** consolidated, without any other benefits. After satisfactory completion of the training you will receive your salary as given below.

COMPONENT	AMOUNT (INR)
Basic	9340
HRA	4700
Commutation	2500
Wipro Benefit Plan	6561
Total Fixed Cash	23101
PF	1130
Gratuity	496
Total Fixed Compensation	24727
QPLC	1340
Medical	600
Target CTC	26667
Total Annual Gross	320004

*Notional sum indicating contribution of 5.31 % of your basic towards provision of Gratuity. Employees will be eligible for payment of gratuity as per the Wipro Policy for the same.

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Hemanth Kumar C S,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

48

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Keerthi Basavaraju,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Kattamanchi Jaswanth

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear M.Dinesh Kumar,,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

-3

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Thummala Bhargavi,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear V.Bharghav Kumar Reddy

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

50

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Bedadaluru Haseena,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Jaisankar Kumar Reddy,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

02

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear B.Harshvardhan,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

SUTHERLAND

GLOBAL SERVICES

Ref: Applicant No.: SIETK

Dear Dhumpa Lokeswari,

Date: 09/04/2017

OFFER LETTER

Congratulations!!!

Welcome to the Sutherland Family.....

With reference to the Interview you had with us, we are pleased to inform you that you have been selected as a "Trainee Engineer". Your employment with us will be confirmed on responding to this letter with acceptance signature on or before **15/04/2017**.

We at Sutherland are privileged to have you with us and we look forward to launching your successful career with us at Velachery facility (45A, Velachery Main Road, Vijayanagaram, Chennai 600 042).

Your annual remuneration has been set as Rs.2,45,000/- per annum, total cost to the company. Your date of joining will be on **3rd June 2017**.

You may have to furnish to the following documents for completing the joining formalities.

- 10 Passport size photographs
- 10th & 12th and UG/PG education certificates
- Address & ID Proof (Ration Card, Driving License/Passport, PAN Card, Voter ID etc)
- 2 reference letters
- Medical Fitness Certificate- saying you are fit enough to work in night shifts.
- Offer Letter / Relieving letter / last 3 consecutive months pay slips
(Applicable only for experienced candidates)

Your Sincerely,

Sutherland Global Services



Authorized Signatory

Candidate Acceptance

HRD/3T/11-12/NIOT-155

Nov 24, 2017

Mr. DILEEP KUMAR CHOPPA
Candidate ID: 872489152
S/o C. MUNI MURALI
12-405, WEAVERS COLONY,
NARAYANAVANAM(M),
CHITTOOR(D), 517581
Ph: 9052065117

Dear DILEEP KUMAR CHOPPA ,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR
Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Mr.Dileep Kumar Choppa			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC			7,730	
FIXED DEARNESS ALLOWANCE (FDA)			1,100	
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)			11,470	
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)			1,678	
MONTHLY GROSS SALARY			21,978	
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)			88	
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)			1,060	
GRATUITY - 4.81% of (Basic + FDA)			425	
FIXED GROSS SALARY (FGS) (1+2+3)			23,551	
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906	
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nandini

**Annexure to your Offer of Employment [HRD/3T/11-12/NIOT-158] as Systems Engineer /
Systems Engineer - Trainee**

Welcome to Infosys!

Presented here are the details that refer to our offer of employment to you in the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**. This is to be read in conjunction with your offer of employment dated Nov 24, 2017.

Infosys has a broad-banded, Role and competency based structure and all Roles are mapped on to 9 Job Levels.

01. Training Period:

The training program would consist of classroom training and on-the-job training. The duration of the classroom training would be purely based on business requirements. Your confirmation will be based on your positive contribution to the Company's objectives. Based on business requirement, period of training 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 training.

You will be eligible for a Training Performance - linked Incentive (TPI) which would range from 10% to 15% of the Fixed Gross Salary, based on your performance in the training program that you would undergo. The details of this scheme will be communicated on your joining.

02. Probationary Period and Confirmation as a Permanent Employee:

You will be on probation for a period of 12 months after completion of your regular training and allocation to the Unit. Please note all confirmations in the Company can take place only on the 1st day of the month succeeding completion of probation period. Your confirmation as a permanent employee is subject to the terms and conditions included in the Confirmation Policy of the Company. Further details are enclosed in the Information Sheet.

03. Earned Leave:

There would be only one type of leave, which is Earned Leave. During the 1st and 2nd year (including probationary period as well as) of service, you would be eligible for 15 working days of leave per annum. The leave eligibility shall begin in the respective quarter of your joining the Company. For example: If an employee joins the Company in quarter three of the financial year 2011 - 2012, his / her leave eligibility would start in quarter three of the financial year 2011 - 2012. For the purpose of leave credit quarter three of the financial year 2011 - 2012 will be considered as the first quarter. Please note that leave shall be credited on a pro-rated basis in the first quarter of the employee's employment.

On completion of 2 years in service, you shall be eligible for 20 working days leave per annum which would be credited to the employee on a quarterly basis. You would be eligible for the additional leave from the 3rd year onwards from the quarter succeeding the quarter in which you would be completing 2 years with the Company from the date of joining. The table below is indicative or based on the assumption that the employee joins on the first day of a quarter.

Nandini

Year / Quarter	Quarter 1	Quarter 2	Quarter 3	Quarter 4	Total
During probationary period	4	4	4	3	15
1st & 2nd year of service	4	4	4	3	15
3rd year onwards	5	5	5	5	20

04. Increments and Promotions:

Your growth in the Company and increase in salary will solely depend on your performance and contribution to the Company.

Post completion of your training, your monthly Total Gross Salary will be a maximum of **Rs. 27,084** as applicable to you and has been detailed in the Compensation Details sheet (Annexure I). This salary will be effective from the 1st day of the month succeeding completion of training and allocation to the Unit.

During the period of your training, your monthly Total Gross Salary will be **Rs. 22,500** as applicable to you has been detailed in the Compensation Details sheet (Annexure II).

05. 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 as a regular employee, you will be required to give three month's notice or salary thereof in case you decide to leave our services. In the event of you having any incomplete assignment, the Company will have the discretion to relieve you only at the end of the three month's notice period. Similarly, the Company can terminate your services by giving you three month's notice or salary thereof. The Company may terminate your services immediately on disciplinary grounds.

06. Agreement:

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

07. Transfer:

Your services can be transferred to any of our Units / Departments situated anywhere in India or abroad. At such time, the compensation applicable to a specific location will be payable to you.

08. Health Insurance Plan: Group Health Insurance Scheme (FY 2016 - 2017):

You will be covered under the Group Health Insurance Scheme, which has various options. By default, you will be covered under the Standard Plan until you exercise your option under the scheme. Standard Plan provides you and your family including your spouse and two children up to the age of 22 years with a cover of Rs. 2,50,000 per annum. The insurance cover will be as per the terms and conditions specified in the Company policy and may be revised from time to time.

Nandini

This Scheme helps you to enhance the coverage with various other participatory optional health insurance plans (Gold Plan & Silver Plan) by making a payment towards the subsidized premium for which you can claim tax rebates.

09. Group Life Insurance Scheme:

You will be covered under the Group Life Insurance Scheme, managed by Infosys Welfare Trust that provides you with a total life insurance cover of Rs. 40,00,000 of which Rs. 25,00,000 is covered towards natural death, and additional Rs. 15,00,000 towards an accidental death. All Infosys become member of Infosys Welfare Trust, by one-time payment of Rs. 250 and fixed monthly contribution of Rs. 150.

10. 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 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.

In addition, you are required to mandatorily furnish a copy of your passport on the date of joining. In absence of the same, you will be required to undergo a criminal background check, the cost of which will be borne by you. This check will be initiated on the date of your joining.

11. 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 or 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.

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

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 programme 2016- 2017. 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.

Nandini

Infosys®

POWERED BY INTELLECT
DRIVEN BY VALUES

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

In Infosys, there are policies that are linked to performance management, career growth and annual compensation review of an employee, these policies will be applicable to you.

You will be governed by the rules, regulations and policies of the Company as applicable to you.

All the benefits are as per the Company's policies, which are subject to change from time to time. This offer is also conditional upon the execution of the "Non Compete Agreement" (Annexure III).

Welcome to the Infosys family.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Annexure III (Non Compete Agreement)

I, _____ do hereby acknowledge and confirm the following:-

(1) I am accepting employment with Infosys Technologies Limited (“Infosys”). Now, as per the presents below, I agree to the following terms herein, and acknowledge that this is a material condition of my employment with Infosys Technologies Limited.

(2) I am required, on behalf of Infosys, to provide services to, or solicit business from, various clients of Infosys (each such client hereinafter referred to as a “Customer”).

(3) In consideration of the above, I agree that for a period of six (6) months following the termination of my employment with Infosys for any reason, I will not:

a. accept any offer of employment from any Customer, where I had worked in a professional capacity with that Customer in the twelve (12) months immediately preceding the termination of my employment with Infosys;

b. accept any offer of employment from a Named Competitor of Infosys, if my employment with such Named Competitor would involve me having to work with a Customer with whom I had worked in the twelve (12) months immediately preceding the termination of my employment with Infosys.

For the purposes of this Non Compete Agreement, “Named Competitor” shall mean the following entities and their wholly owned subsidiaries:-

- i. Tata Consultancy Services Limited
- ii. Accenture Limited
- iii. International Business Machines Corporation
- iv. Cognizant Technology Solutions Corporation
- v. Wipro Limited

Place:

Employee Signature:

Date:

Employee Name :

Acknowledged by Infosys Technologies Limited:

HRD/3T/11-12/NIOT-149

Nov 24, 2017

Mr.GANGAVARAM NARESH
Candidate ID: 87248813
D/o NARAYANAREDDY
6/17-A,BAYANAPALLI(V),
OBANAPALLI(P),KODUR(M)
KADAPA (D),A.P.,PIN:516101
Ph:9440972654

Dear GANGAVARAM NARESH,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Mr.Gangavaram Naresh			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC			7,730	
FIXED DEARNESS ALLOWANCE (FDA)			1,100	
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)			11,470	
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)			1,678	
MONTHLY GROSS SALARY			21,978	
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)			88	
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)			1,060	
GRATUITY - 4.81% of (Basic + FDA)			425	
FIXED GROSS SALARY (FGS) (1+2+3)			23,551	
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906	
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Naresh

HRD/3T/11-12/NIOT-141

Nov 24, 2017

Ms.ADDEPALLI KALPANA
Candidate ID: 87248921
D/o A.BHASKAR RAJU
GADIKOTA KASPA, VEERABALLI (M),
GADIKOTA ,KADAPA(D),
A.P.,516237
Ph:8897559909

Dear U.BRAMHANANDAREDDY,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development.

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)			
NAME	Ms.Addepalli Kalpana		
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee		
1. MONTHLY COMPONENTS			
BASIC			7,730
FIXED DEARNESS ALLOWANCE (FDA)			1,100
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)			11,470
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)			1,678
MONTHLY GROSS SALARY			21,978
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)			88
3. RETIRAL BENEFITS			
PROVIDENT FUND - 12% of (Basic + FDA)			1,060
GRATUITY - 4.81% of (Basic + FDA)			425
FIXED GROSS SALARY (FGS) (1+2+3)			23,551
4. INCENTIVE COMPONENTS			
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906
OTHER BENEFITS			
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>
<i>Margin Money (To be borne by the employee)</i>			
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12
			Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.			

Nandini

HRD/3T/11-12/NIOT-152

Nov 24, 2017

Ms.NALLAMARU CHANDRAKALA
Candidate ID: 87248915
D/o NARAYANAREDDY
DALAVAIPALLI,
PULLAMPET (M)
KADAPA (D),516107 A.P.,517213
Ph:9542903247

Dear NALLAMARU CHANDRAKALA ,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

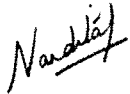
Your employment will be governed by the rules, regulations and policies of the Company.

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

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Ms.Nallamaru Chandrakala			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC	7,730			
FIXED DEARNESS ALLOWANCE (FDA)	1,100			
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)	11,470			
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)	1,678			
MONTHLY GROSS SALARY	21,978			
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)	88			
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)	1,060			
GRATUITY - 4.81% of (Basic + FDA)	425			
FIXED GROSS SALARY (FGS) (1+2+3)	23,551			
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906	
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nandini

HRD/3T/11-12/NIOT-150

Nov 24, 2017

Ms.GUNNAMREDDY JAHNAVI
Candidate ID: 87248910
D/o G.RAMACHANDRA REDDY
MALLIREDDY GARI PALLI(V),
MEDIKURTHI(P),KALIKIRI(M),
CHITTOOR(D),PIN:N-517237
Ph:9493628442

Dear U.BRAMHANANDAREDDY,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer** in **Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR

Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Ms.Gunnamreddy Jahnavi			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC			7,730	
FIXED DEARNESS ALLOWANCE (FDA)			1,100	
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)			11,470	
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)			1,678	
MONTHLY GROSS SALARY			21,978	
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)			88	
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)			1,060	
GRATUITY - 4.81% of (Basic + FDA)			425	
FIXED GROSS SALARY (FGS) (1+2+3)			23,551	
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906	
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nandini

HRD/3T/11-12/NIOT-151

Nov 24, 2017

Mr.U.BRAMHANANDAREDDY
Candidate ID: 87248911
S/o U.RAMA SUBBA REDDY
VALASAPALLEM(V),
KAMALAKURU(P),ATLURU(M),
KATAPA(D),A.P.,516227
Ph:9676736212

Dear U.BRAMHANANDAREDDY,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer in Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

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.

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR
Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure I (Compensation post Training)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Mr.U.Bramhananda Reddy			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC	7,730			
FIXED DEARNESS ALLOWANCE (FDA)	1,100			
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)	11,470			
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + FDA)) being paid out on a monthly basis)	1,678			
MONTHLY GROSS SALARY	21,978			
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)	88			
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + FDA)	1,060			
GRATUITY - 4.81% of (Basic + FDA)	425			
FIXED GROSS SALARY (FGS) (1+2+3)	23,551			
4. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	3,533	2,944	2,355	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)			27,084	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)			26,495	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)			25,906	
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nandini

HRD/3T/11-12/NIOT-158

Nov 24, 2017

Ms. BHAVANA KALAKATA
Candidate ID: 87248916
D/o KALAKATA BASIREDDY
KALAKATAVARIPALLI,
K.V.MANDAL, CHITTOOR,
A.P., 517213
Ph: 9618050334

Dear BHAVANA KALAKATA ,

Congratulations! Further to your application for employment with us, and the subsequent selection process, we are delighted to offer you the Role of **Systems Engineer in Job Level 3**. Your Role Designation will be **Systems Engineer - Trainee** and your **Personal Level** will be **3**.

The location of your initial reporting and training will be **Mysore, India**. The date of your joining would be **DECEMBER 13, 2017**.

Your Total Gross Salary as applicable has been detailed in the Annexure to this letter. On your joining, you are expected to enter into an agreement, which details the scope, terms and conditions of your employment, the necessary training and the contractual obligation to be with Infosys. On successful completion of the probation, your employment with the company will stand confirmed subject to the terms and conditions as per Company policies.

The location of posting would be communicated to you upon successful completion of training. The duration of the classroom training and the location of posting will be purely based on business requirements. Company will solely reserve the right to make any further changes to the date of joining.

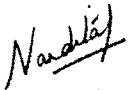
Your employment will be governed by the rules, regulations and policies of the Company.

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

We request you to please carry a signed copy of the offer letter on the day of your joining as a token of your acceptance.

Welcome to Infosys Technologies. We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,



NANDITA GURJAR
Senior Vice President & Group Head - Human Resource Development

Encl.: Annexure to the offer (as applicable to you).

Annexure II (Compensation during the Training Period)

COMPENSATION DETAILS (All figures in Rs. per month)				
NAME	Ms. Bhavana Kalakata			
ROLE / ROLE DESIGNATION	Systems Engineer / Systems Engineer - Trainee			
1. MONTHLY COMPONENTS				
BASIC				6,420
DEARNESS ALLOWANCE (DA)				1,100
BASKET OF ALLOWANCES (This is to be used towards HRA, LTA, Medical Allowance, Children's Education Allowance, Transport Allowance and Miscellaneous Allowance)				9,277
BONUS / EX-GRATIA (95% of the eligible amount (20% of (Basic + DA)) being paid out on a monthly basis)				1,429
MONTHLY GROSS SALARY				18,226
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)				75
3. RETIRAL BENEFITS				
PROVIDENT FUND - 12% of (Basic + DA)				902
GRATUITY - 4.81% of (Basic + DA)				362
FIXED GROSS SALARY (FGS) (1+2+3)				19,565
5. INCENTIVE COMPONENTS				
	At an indicative Payout of 15 %	At an indicative Payout of 12.5 %	At an indicative Payout of 10 %	
TRAINING PERFORMANCE LINKED INCENTIVE (TPI)	2,935	2,446	1,957	
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 15% of FGS)				22,500
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 12.5% of FGS)				22,011
TOTAL GROSS SALARY (inclusive of the incentive component at an indicative payout of 10% of FGS)				21,522
OTHER BENEFITS				
<i>Scheme</i>	<i>Eligible Amount in Rs.</i>	<i>Interest</i>	<i>Monthly Installments</i>	<i>Margin Money (To be borne by the employee)</i>
SALARY LOAN (subject to submission of Trainee Agreement)	12,000	Nil	12	Nil
All the above benefits are as per Company's policies, which are subject to change from time to time. The disbursement of any loan / loan allowance is subject to the fulfillment of all criteria defined for the same to the satisfaction of the Company as per the relevant loan policy at that time.				

Nandita

flex.

August 22,2017

Jyothinath Pallipattu
No 7-43;BOMMAN STREET;
PACHIKAPALLAM (V&P);
VEDURUKUPPAM (M);
CHITTOOR DIST.A.P 517569

Dear Jyothinath Pallipattu,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources



August 22, 2017

Murahari Jeevitha
Iruguvai(V&P), Nindra(M)
Chittoor (D), AP, PIN: 517590

Dear Murahari Jeevitha,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22, 2017

Gaddam Keerthi
D.No:3-145-8a ,
Prasanth Nagar, Madanapalle
Chittoor(D), A.P. Pin: 517325

Dear Gaddam Keerthi,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22, 2017

Lavanya Chappidi
Panguru(V&P), Yerpedu(M),
Chittoor(D), A.P, Pin: 517619

Dear Lavanya Chappidi,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

flex.

August 22, 2017

Thota Hemasri
Nelavoi(V), S.R.Puram(M),
Chittoor(D), A.P-517167

Dear Thota Hemasri,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources



August 22, 2017

Kulireddy Madhuri
D.No:1-29,Agaramangalam(village),Veerakanellore(post),Gangadharanellore(mandal),
chittoor
Dear Kulireddy Madhuri,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

flex

August 22,2017

Poola Monika
Iruguvai(V&P), Nindra(M)
Chittoor (D)
AP,PIN:517590

Dear Poola Monika,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources

flex

August 22, 2017

Talapaneni Jyoshna
4-10, JAYARAMPURAM(V),
BANGARUPALYAM(M),
CHITTOOR(D), A.P. PIN: 517416

Dear Talapaneni Jyoshna,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources

flex

August 22, 2017

Lavanya Korapati
D.No:5-143,Ngo's Colony,
Puttur,Cittoor(D),A.P.,PIN:517583

Dear Lavanya Korapati,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources



August 22,2017

K Divya Sree
VELAVADI(V),M.KOTHUR(P),
NAGARI(MANDAL),CHITTOOR(D),
AP,PIN:517590,

Dear K Divya Sree,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22, 2017

Chandra Wadde
D.No:2-36,SIDDARAMPURAM(V)&(P),
BUKKAPATNAM(M),
ANANTHAPUR(D), A.P.,PIN-515154

Dear Chandra Wadde,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22,2017

Babu Muthu Lakshmi
D.No:4-48/A AVILALA, VINAYAKA
NAGAR, TIRUPATHI,CHITTOOR (D)
A.P.,PIN:517501

Dear Babu Muthu Lakshmi,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22, 2017

Nookala Rajitha
Gollapalli(V), Ramakrishnapuram(P),
Puttur(M), Chittoor(D), A.P, Pin: 517571

Dear Nookala Rajitha,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22, 2017

G.Ramkumar
2-182, Sathyanarayanapuram,
Tirupati, Chittoor(D),
A.P., PIN: 517501

Dear G.Ramkumar,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22,2017

Ram Laxman Reddy
D.No:11-33,MUDIREDDYPALLI(V),
MAMILLAPALLI(P),KALASAPADU(),
KADAPA(D)-516217

Dear Ram Laxman Reddy,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources



August 22,2017

MITTOOR SRAVANI
27-164/a,
Ramnagar Colony,Chittoor,
A.P.PIN:517507,

Dear MITTOOR SRAVANI,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29,2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services

Abraham Joseph
Human Resources

flex

August 22, 2017

Dumpa Ramalakshmi
D.No:2-126-P,
Yerraguntla(T,M),
Kadapa (D),A.P.,PIN:516309

Dear Dumpa Ramalakshmi,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources

flex.

August 22, 2017

Gadiraju Ramesh
D.NO 4/10-B, ADAVI RACHAPALLI(V),
MANDAPALLI(P), RAJAMPET(M),
Y.S.R KADAPA(D), A.P - 516150

Dear Gadiraju Ramesh,

We refer to the discussions you had with us and are pleased to offer you a position in the Global Business Services as **Jr. Engineer - GBS Engineering in Grade 23**. Your base location would be Chennai, subject to change as deemed by the company. We look forward to having you on board on **August 29, 2017** at 8.30am at our **Chennai office**. The address is:

Flextronics Technologies India Pvt. Ltd
Global Business Services, 6th Floor,
Campus 5, RMZ Millennia Business Park,
No. 143, Dr. MGR Road,
Kandanchavadi, Chennai – 96.

Your total cost to the company will be **INR 2,50,000/- per annum**. The enclosed annexure 1 would give you the breakup of your CTC. This offer is valid subject to your clearing the Reference check. As discussed, you will be issued a detailed appointment letter once you submit us the provisional certificate from the college. The provisional certificate copy needs to be submitted within 3 months from the date of joining or 15 days from the announcement of results or date announced by the university thereof, whichever is earlier. You agree to sign an Undertaking at the time of joining & will have to abide by the terms mentioned in the same.

You would be reporting to **Vijaikrishnan S, Manager - GBS Engineering** on the date of joining; reporting is subject to change post joining, if required.

Please bring along the original & 2 copies of the below documents with you on your date of joining:

1. Print out of this Offer letter.
2. Six passport size photographs (Formal attire with a white background)
3. Details of your passport, driving license.
4. PAN card details (Mandatory). If you have applied for a New PAN card, kindly provide copy of acknowledgement receipt that it has been applied.

We would appreciate your returning the duplicate copy of this offer letter with the annexure duly signed by you as a token of your acceptance. We look forward to having you on board with us at the earliest.

Thanking you,

Yours faithfully,

For Flextronics Technologies (I) Pvt. Ltd.
Global Business Services



Abraham Joseph
Human Resources

10/08/2017

To
Ramya Lekkalapudi
Siddharth Institute of Engineering and Technology,
Puttur.

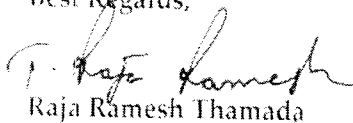
Dear Ramya Lekkalapudi

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

10/08/2017

To
Mokkala Raniya
Siddharth Institute of Engineering and Technology,
Puttur.

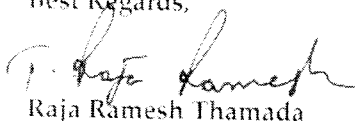
Dear Mokkala Raniya

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam – 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

10/08/2017

To
Ravali Paidikondala
Siddharth Institute of Engineering and Technology,
Puttur.

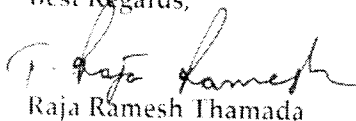
Dear Ravali Paidikondala

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
A.Reddy Mohan
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017

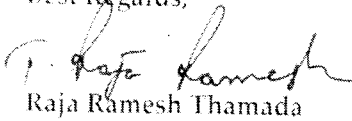
Dear A.Reddy Mohan

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10,2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
Revathi Morumpalli
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017

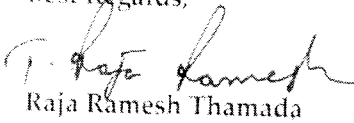
Dear Revathi Morumpalli

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
P.Sai Chandhu
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017


Dear P.Sai Chandhu

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10,2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,


Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
P.Sai Sneha
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017

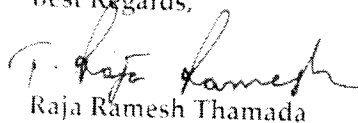
Dear P.Sai Sneha

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10,2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,


Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To

10/08/2017

Saranya Yadlapati
Siddharth Institute of Engineering and Technology,
Puttur.

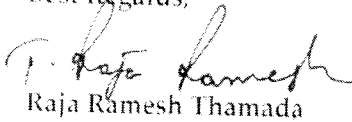
Dear Saranya Yadlapati

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection-process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10,2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,


Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

10/08/2017

To
Paleti Shrimila
Siddharth Institute of Engineering and Technology,
Puttur.

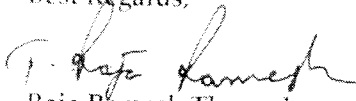
Dear Paleti Shrimila

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
Mukkala Ramya
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017

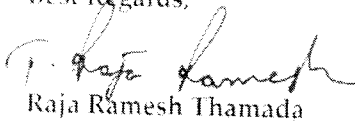
Dear Mukkala Ramya

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,



Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

To
Sneha Latha Reddy Eggina
Siddharth Institute of Engineering and Technology,
Puttur.

10/08/2017

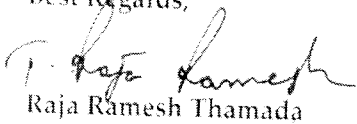
Dear Sneha Latha Reddy Eggina

Congratulations on being selected to join Miracle Software Systems (I) Pvt. Ltd.!

1. With reference to the campus drive at **Siddharth Institute of Engg & Tech, Puttur**, and the subsequent selection process, we are pleased to offer you an appointment in our organization as **Software Trainee**.
2. Your tentative joining date is set by **September 10, 2017** and an offer will be issued with exact reporting date. The offer stands withdrawn thereafter, unless the date is extended by us and communicated to you in writing. You are expected to clear all the Subjects on or before joining date.
3. Kindly give your offer acceptance in email reporting for your Joining formalities without fail.
4. You will undergo a three months in-house/project-based training at Miracle offices. Your performance will be closely monitored during the training period. Miracle will take care of all living expenses in Miracle campus during training period.
5. After successful completion of training and based on performance your salary will be **Rs 20,000/-** per month.
6. As part of your joining formality, you are required to sign a 2 years and 10 months employment agreement with Miracle Software Systems (I) Pvt. Ltd.
7. You are requested to report on or before the reporting date given in your offer at **Miracle Software Systems (I) Pvt. Ltd., MIG-49, Lawson's Bay Colony, Visakhapatnam - 530017, Tel. 0891- 6696666 / 6623574** to complete the joining formalities.
8. A detailed agreement with terms and conditions of employment will be signed by you at the time of joining.

We welcome you to be part of Team Miracle, and look forward for a long and mutually beneficial association.

Best Regards,


Raja Ramesh Thamada

Sr HR Executive

Miracle Software Systems (I) Pvt. Ltd.

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLC046369

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 805 Siddharth, 96, Nehru Place, New Delhi-110019, India

www.hcltech.com

www.hcl.com

OFFER CUM APPOINTMENT LETTER

21th July, 2017

Ms. Peta Soujanya Priya,
Mallareddy Kandriga(V), Sriharipuram(P),
Vijayapuram(M), Chittoor(D), AP, PIN:

Dear **Peta Soujanya Priya,**

Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. (Company) as **Junior Executive at band T0.1.**

We take this opportunity to thank and appreciate your decision to join us. Your current working location will be at **HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 7625007** and you are requested to report on **10th November, 2017** to **Ms. Pooja Bhargava, Senior Manager at 10:00 AM at HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007**

The details of your compensation and benefits package along with the terms and conditions of employment applicable from the date of your joining are annexed herewith. As confirmation of your acceptance, please sign the duplicate copy of this Offer-cum-Appointment Letter along with the Annexures, and submit the same to **Ms. Swarnalatha Mouli** at the address mentioned above.

Welcome onboard! We look forward to a mutually fruitful association.

With best regards,

For HCL Technologies Ltd.,



Anand Rajaganesan
Global Compensation and Benefits

I accept the offer and related terms and conditions. I will join by _____

Name: _____ Signature: _____ Date: _____

HCL

ANNEXURE I

COMPENSATION PLAN	
NAME	Ms.Peta Soujanya Priya
DESIGNATION	Junior Executive
DEPARTMENT	TSC
BAND	T0
EXPECTED DATE OF JOINING	10 th November, 2017
Monthly Components (in INR Per Month)	
Basic Salary	5,200
House Rent Allowance (HRA)	2,600
City Compensatory Allowance (CCA)	3,000
Skill Allowance	2,100
Conveyance Allowance	1,600
Holiday Allowance	1,500
Medical Allowance	1,250
Advance Statutory Bonus	1,750
Compensatory Allowance	809
TOTAL: Monthly (A)	19,809
TOTAL: Monthly Components : Annualized (B)	2,37,708
Annual Components (in INR Per Annum)	
Employer's Contribution to Provident Fund	7,488
Insurance & Medical Benefits Premium #	1,800
ESIC	-
Gratuity Provision (payable as per the Act)	3,000
TOTAL : Annual : (C)	12,288
COST TO COMPANY - per annum (B) + (C)	2,49,996
# Insurance and Medical Benefits	
	Max Sub Limits (p.a.)
Hospitalization Expense Reimbursement (Up to, for self and dependent family member)	1,25,000
Term Life Insurance (for Self)	10,00,000
Personal Accident Insurance (Up to, for Self)	10,00,000
NOTE:	
1. All salary components are governed by the organization's policies and statutory guidelines.	
2. This salary sheet is strictly confidential and must not be discussed with anyone other than your reporting manager & HR partner.	
3. Any personal tax liability arising out of compensation will be borne solely by the employee.	
4. Gratuity is payable as per provisions of the Gratuity Act.	

ANNEXURE II

GENERAL TERMS AND CONDITIONS OF EMPLOYMENT

- **Location**

Your present place of work will be **HCL Technologies, Madurai**. However, during the course of the service, you shall be liable to be posted / transferred at any associate / affiliate / sister concern to serve any of the establishments under the Company in India or abroad, at the sole discretion of the Management. For the purposes of this section it is not relevant whether such an establishment came into existence prior or subsequent to your appointment.
- **Commencement of Employment**

Your employment with the Company will commence from the date of your joining the Company subject to fulfillment of the other conditions as mentioned in this employment contract.
- **Working Hours**

You will be governed by the normal working hours as existing in the HCL Technologies Ltd. You may be required to work in shifts and/or extended working hours, as permitted by law, if required as per business needs. The same is subject to change from time to time.
- **Retirement**

You will retire from service on attaining superannuation at the age of 55 years.
- **Probation Period**

You shall be on probation for a period of 12 months from the date of your appointment and unless notified in writing, you will be deemed as "confirmed" on completion of your probation period. If during, or on the expiry of, the probation period (initial or extended) the Management finds your performance to be unsatisfactory or that you lack the aptitude for the job or that you are not suitable for the job, or the like, your probationary employment would be liable to be terminated, at any time, without assigning any reason and without any liability.
- **Annual Performance Appraisal**

Your growth in terms of role, compensation, etc., in the Company will be based on your performance. Your salary will be subject to annual review. Salary adjustments effected at the salary review take into consideration your job performance, movement of remuneration levels, benefits and conditions. Your annual performance appraisal and compensation review will be aligned and effected from the first day of the subsequent quarter of your first anniversary, post which you will be aligned to July/October Cycle, or any other Cycle as per discretion of the Company, depending on your current DOJ/Band/Employee Group.
- **Mobility**

The Company may require you to perform duties and undertake assignments for the Company in any part of India or abroad, whether at the Company's premises or that of its customers/clients. You are also liable to be transferred to any office or branch of the Company anywhere in India or abroad. During deputation to any customer/client's premises you shall abide by the terms and conditions pertaining to such premises and Country.

- **Deputation/ Transfer**

The Company may also depute you to work with any of the Group Companies or transfer your services to any Group Company. On such transfer of your employment, the present terms and conditions will cease and the employment will be governed by the terms of employment of the Company you are transferred to. You shall however be entitled to continuity of service.

- **Data Protection**

You consent to the Company holding and processing, both electronically and manually, the data it collects in relation to you in the course of the employment, for the purpose of the Company's administration and management of its employees and its business and for compliance with applicable procedures, laws and regulations and to the transfer, storage and processing by the Company of such data outside the country companies have offices.

You also consent to the Company making such relevant data available to its advisors and other agencies (such as pension providers, medical and other insurance providers, payroll administrators, various regulatory authorities etc.) that provide products and / or services to the Company.

- **Exclusivity of Service**

You are required to engage yourself exclusively in the work assigned by the Company 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.

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 the Company.

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

- **Confidentiality & Non-Disclosure**

You acknowledge that the disclosure of any commercially sensitive information, trade secrets or other confidential information (which may not be readily available to competitors or to the general public) will cause significant harm to the Company.

You agree that you shall not at any time during your employment (except in the proper performance of your duties) with the Company, or at any time (without limit) after the termination thereof, directly or indirectly use or exploit for your own purposes or those of any other person, company, business entity or other organization whatsoever, or disclose to any person, company, business entity or other organization whatsoever, any trade secrets of the Company or its associated companies; any confidential information relating or belonging to the Company, including but not limited to any such information relating to customers, customer lists or requirements, price lists or pricing structures, marketing and information, Intellectual Property, business plans or dealings, technical data, employees or officers, financial information and plans, designs, formulae, product lines or research activities; source codes and computer systems, software, any document marked "Confidential"; any

information which you have been told is confidential or which you might reasonably expect the Company to regard as confidential, or any information which has been given to the Company or any Associated Company in confidence by customers, suppliers and other persons.

You shall not at any time during the continuance of your employment with the Company make any notes or memoranda relating to any matter within the scope of the Company's or any Associated Company's business, dealings or affairs otherwise than for the benefit of the Company or any Associated Company.

You must not make or communicate (or cause or facilitate the making or communication of) any oral or written statement to any representative of the press, television, radio or other media on any matter connected with or relating to the Company or any of its Associated Companies, without the prior written consent of the Company.

The obligations contained in this provision shall not apply to, any information which you are required to disclose in accordance with an order of a Court of competent jurisdiction, any information or knowledge which may subsequently come into the public domain other than by way of unauthorized disclosure (whether by you or a third party); any act of yours in the proper performance of the duties of your employment; any use or disclosure where such use or disclosure has been properly authorized by the Company.

Your obligations under this paragraph would continue even beyond the cessation/termination of your employment. Any violation of the above obligations/conditions shall render you liable for appropriate disciplinary action including termination of your employment.

- **Notice Period**

During or after probation, your employment can be terminated either by the Company or by you, by giving the other party Three month's advance notice. If the Company terminates your employment and decides to relieve you before the completion of the notice period, the Basic Salary component of the salary for the balance notice period would be paid to you and the mandatory notice period shall be deemed to be waived off. If, at your request, the Company agrees to relieve you before serving the full notice period, you will be liable to pay the Company the Basic Salary component of the salary for the balance notice period. Please note that accepting any such early, relieving request would rest entirely upon the sole discretion of the Management. Upon termination of employment for any reason, employees must comply with the Company's termination procedures.

- **Termination**

If at any time in management's opinion, which is final in this matter, you are found non performer or guilty of dishonesty, disorderly behavior, negligence, indiscipline, absence from duty without permission or any other conduct considered by management different to our interest or in violation of one or more terms of this letter, your services may be terminated without notice.

- **Documentation**

You may be required to sign necessary, relevant agreements with the Company as required. You will also be required to complete various formalities as per the agreements at the time of joining and during the tenure with the Company.

You may also be required to sign other agreements with the Company, as the Company may decide from time to time, in order to secure its interests as also to ensure your performance and adherence to all terms, conditions, rules and regulations defined by the Company.

- **Background and Reference Check**

The Company conducts background verification/validation and checks of all its staff members regarding education, previous employment(s), and claims made regarding achievements in resumes/CVs. This check is conducted with the help of a third party, as and when required. You would be required to submit photocopies of documents detailed in Annexure III to facilitate the joining and background verification process.

The Company may also conduct a reference check through at least two professional references submitted during the process of selection.

This Offer letter is subject to satisfactory completion of your background and reference check process. Any adverse finding at a later date would entitle the Company to terminate your employment forthwith and without notice.

- **Correctness of the Details Furnished**

You have been appointed on the basis that the particulars furnished in your application, resume or any other document are factually correct. If, at any time before or after your joining, it transpires that you have made a false statement (or have not disclosed a material fact) resulting in your being offered this appointment, your appointment shall be rendered null and void and thus liable to terminate forthwith.

- **Arbitration**

All disputes arising out of or relating to this agreement or its subject matter, including disputes as to validity, performance, breach, or termination which cannot be settled by mediation, shall be resolved exclusively by arbitration between the Parties before sole Arbitrator selected, according to and applying the rules of the Indian Arbitration and Conciliation Act, 1996. The venue of the Arbitration proceeding shall be in New Delhi, India. The language of the Arbitration proceedings shall be in English. The decision of the Arbitrator shall be final and binding upon the parties. The cost of proceeding shall be borne equally by you and the Company. No termination or expiration of this Agreement shall affect the right to arbitrate disputes.

- **Other Rules and Regulations**

Your appointment will be governed by the policies, rules, regulations, practices, processes and procedures (and any changes made to them from time to time) of the Company as applicable to you.

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

- **Warranty and Undertaking**

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 Agreement.

• **Suspension**

If you are suspected of any misconduct, you shall be liable to be suspended from service pending or in the observation/enquiry of the same. During the first 90 days of temporary suspension period, you shall be entitled only to a Subsistence Allowance at the rate of 50% of your salary to which you were entitled immediately preceding your suspension. However, if the disciplinary proceedings are delayed beyond the period of 90 days for reasons not directly attributable to you, your subsistence allowance will be enhanced to 75% of your salary to which you were entitled immediately preceding your suspension. But if such delay is attributable to you, your subsistence allowance will be reduced to 25% of your salary to which you were entitled immediately preceding your suspension, for such period(s) of delay.

If you are found guilty of any charge of misconduct, you shall be deemed to be absent during the suspension period and not be entitled to any salary or other amount except the subsistence allowance paid/payable.

In the inquiry, you may bring only a co-employee (who is not accused of similar charges or suspended) to represent or assist you. As such, you shall not be entitled to bring any outsider to represent or assist you in such inquiry.

You shall, at all times, maintain absolute integrity and devotion to duty and conduct yourself in a manner conducive to the best interests, credit and prestige of the Company. You shall not, at any time, work against the interests of the Company, nor do anything which is unbecoming of an employee. Any violation of this norm of behavior shall constitute misconduct for which the Company shall be competent to take disciplinary action against you and also in case you act against basic and universally accepted understandings.

During your employment, you shall also be bound by the policies of the Company including those contained in the Service Conditions / Employment Manual, which may be framed and enforced from time to time. The Management reserves the right to amend or alter these at its discretion without any notice.

Dismissal from Service: Notwithstanding anything contained in any other Paragraph or Clause or Sub-Clause of this Appointment Letter, the Management shall be competent and entitled to dismiss you from service without any notice or salary in lieu thereof or any compensation whatever on charges of misconduct.

-----:XX:-----

I accept the offer and related terms and conditions. I will join by _____

Name: _____ Signature: _____ Date: _____

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L74140DL1991PLC046369

B-39, Sector 1, NOIDA 201 301, UP, India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019, India

www.hcltech.com

ANAND.RAJAG

OFFER CUM APPOINTMENT LETTER

Mr. Kinnera Surya
D. No : 7/71, PV Road, kothapeta,
Srikalahasti , Chittoor(D), AP - 517591

21th July, 2017

Dear **Kinnera Surya**

Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. (Company) as **Junior Executive at band T0.1**.

We take this opportunity to thank and appreciate your decision to join us. Your current working location will be at **HCL – Technologies Ltd.,DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007** and you are requested to report on **10th November, 2017** to **Ms. Pooja Bhargava, Senior Manager at 10:00 AM at HCL – Technologies Ltd.,DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007**

The details of your compensation and benefits package along with the terms and conditions of employment applicable from the date of your joining are annexed herewith. As confirmation of your acceptance, please sign the duplicate copy of this Offer-cum-Appointment Letter along with the Annexures, and submit the same to **Ms. Swarnalatha Mouli** at the address mentioned above.

Welcome onboard! We look forward to a mutually fruitful association.

With best regards,

For HCL Technologies Ltd.,



Anand Rajaganesan
Global Compensation and Benefits

I accept the offer and related terms and conditions. I will join by _____

Name: _____ Signature: _____ Date: _____

HCL

ANNEXURE I

COMPENSATION PLAN	
NAME	Ms. Kinnera Surya
DESIGNATION	Junior Executive
DEPARTMENT	TSC
BAND	T0
EXPECTED DATE OF JOINING	10 th November, 2017
Monthly Components (in INR Per Month)	
Basic Salary	
House Rent Allowance (HRA)	5,200
City Compensatory Allowance (CCA)	2,600
Skill Allowance	3,000
Conveyance Allowance	2,100
Holiday Allowance	1,600
Medical Allowance	1,500
Advance Statutory Bonus	1,250
Compensatory Allowance	1,750
TOTAL: Monthly (A)	809
TOTAL: Monthly Components : Annualized (B)	19,809
Annual Components (in INR Per Annum)	
Employer's Contribution to Provident Fund	7,488
Insurance & Medical Benefits Premium #	1,800
ESIC	-
Gratuity Provision (payable as per the Act)	3,000
TOTAL : Annual : (C)	12,288
COST TO COMPANY - per annum (B) + (C)	2,49,996
# Insurance and Medical Benefits	
	Max Sub Limits (p.a.)
Hospitalization Expense Reimbursement (Up to, for self and dependent family member)	1,25,000
Term Life Insurance (for Self)	10,00,000
Personal Accident Insurance (Up to, for Self)	10,00,000
NOTE:	
1. All salary components are governed by the organization's policies and statutory guidelines.	
2. This salary sheet is strictly confidential and must not be discussed with anyone other than your reporting manager & HR partner.	
3. Any personal tax liability arising out of compensation will be borne solely by the employee.	
4. Gratuity is payable as per provisions of the Gratuity Act.	

HCL TECHNOLOGIES LTD.

Corporate Identification Number: L741400L1991PLC046359

B-39, Sector 1, NOIDA 201 301, UP India.

T: +91 120 4024700, 3337000 F: +91 120 2425833

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi- 110019 India

www.hcltech.com

OFFER CUM APPOINTMENT LETTER

Ms. Otra Balaji Swathi
Rampalli(vi), Nandavaram post,
Marripadu(M), S.P.S.R Nellore(Dt), AP

21th July, 2017

Dear **Otra Balaji Swathi**,

Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. (Company) as **Junior Executive at band T0.1**.

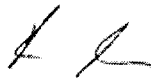
We take this opportunity to thank and appreciate your decision to join us. Your current working location will be at **HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007** and you are requested to report on **10th November, 2017** to **Ms. Pooja Bhargava, Senior Manager** at **10:00 AM** at **HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007**

The details of your compensation and benefits package along with the terms and conditions of employment applicable from the date of your joining are annexed herewith. As confirmation of your acceptance, please sign the duplicate copy of this Offer-cum-Appointment Letter along with the Annexures, and submit the same to **Ms. Swarnalatha Mouli** at the address mentioned above.

Welcome onboard! We look forward to a mutually fruitful association.

With best regards,

For HCL Technologies Ltd.,



Anand Rajaganesan
Global Compensation and Benefits

I accept the offer and related terms and conditions. I will join by _____

Name: _____ Signature: _____ Date: _____

HCL

ANNEXURE I

COMPENSATION PLAN	
NAME	Otra Balaji Swathi
DESIGNATION	Junior Executive
DEPARTMENT	TSC
BAND	T0
EXPECTED DATE OF JOINING	10 th November, 2017
Monthly Components (in INR Per Month)	
Basic Salary	
House Rent Allowance (HRA)	5,200
City Compensatory Allowance (CCA)	2,600
Skill Allowance	3,000
Conveyance Allowance	2,100
Holiday Allowance	1,600
Medical Allowance	1,500
Advance Statutory Bonus	1,250
Compensatory Allowance	1,750
TOTAL: Monthly (A)	809
TOTAL: Monthly Components : Annualized (B)	19,809
Annual Components (in INR Per Annum)	
Employer's Contribution to Provident Fund	7,488
Insurance & Medical Benefits Premium #	1,800
ESIC	-
Gratuity Provision (payable as per the Act)	3,000
TOTAL : Annual : (C)	12,288
COST TO COMPANY - per annum (B) + (C)	2,49,996
# Insurance and Medical Benefits	
	Max Sub Limits (p.a.)
Hospitalization Expense Reimbursement (Up to, for self and dependent family member)	1,25,000
Term Life Insurance (for Self)	10,00,000
Personal Accident Insurance (Up to, for Self)	10,00,000
NOTE:	
1. All salary components are governed by the organization's policies and statutory guidelines.	
2. This salary sheet is strictly confidential and must not be discussed with anyone other than your reporting manager & HR partner.	
3. Any personal tax liability arising out of compensation will be borne solely by the employee.	
4. Gratuity is payable as per provisions of the Gratuity Act.	

OFFER CUM APPOINTMENT LETTER

Ms. Nallepalli Tejasri
D.NO:4-44, Govinda Nagar, Tirupathi,
Chittoor(D), AP - 517501

21th July, 2017

Dear **Nallepalli Tejasri**,

Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. (Company) as **Junior Executive at band T0.1**.

We take this opportunity to thank and appreciate your decision to join us. Your current working location will be at **HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007** and you are requested to report on **10th November, 2017** to **Ms. Pooja Bhargava, Senior Manager** at **10:00 AM** at **HCL – Technologies Ltd., DTA Unit, SPA Towers, Survey No.155/1 & 155/2, 120 Feet Road, Near Preethi Hospital, Opp. Mattuthavani Bus Stand, Madurai, Tamil Nadu, 625007**

The details of your compensation and benefits package along with the terms and conditions of employment applicable from the date of your joining are annexed herewith. As confirmation of your acceptance, please sign the duplicate copy of this Offer-cum-Appointment Letter along with the Annexures, and submit the same to **Ms. Swarnalatha Mouli** at the address mentioned above.

Welcome onboard! We look forward to a mutually fruitful association.

With best regards,

For HCL Technologies Ltd.,



Anand Rajaganesan
Global Compensation and Benefits

I accept the offer and related terms and conditions. I will join by _____

Name: _____ Signature: _____ Date: _____

HCL

ANNEXURE I

COMPENSATION PLAN	
NAME	Nellepalli Tejasri
DESIGNATION	Junior Executive
DEPARTMENT	TSC
BAND	T0
EXPECTED DATE OF JOINING	10 th November, 2017
Monthly Components (in INR Per Month)	
Basic Salary	
House Rent Allowance (HRA)	5,200
City Compensatory Allowance (CCA)	2,600
Skill Allowance	3,000
Conveyance Allowance	2,100
Holiday Allowance	1,600
Medical Allowance	1,500
Advance Statutory Bonus	1,250
Compensatory Allowance	1,750
TOTAL: Monthly (A)	809
TOTAL: Monthly Components : Annualized (B)	19,809
Annual Components (in INR Per Annum)	
Employer's Contribution to Provident Fund	7,488
Insurance & Medical Benefits Premium #	1,800
ESIC	-
Gratuity Provision (payable as per the Act)	3,000
TOTAL : Annual : (C)	12,288
COST TO COMPANY - per annum (B) + (C)	2,49,996
# Insurance and Medical Benefits	
	Max Sub Limits (p.a.)
Hospitalization Expense Reimbursement (Up to, for self and dependent family member)	1,25,000
Term Life Insurance (for Self)	10,00,000
Personal Accident Insurance (Up to, for Self)	10,00,000
NOTE:	
1. All salary components are governed by the organization's policies and statutory guidelines.	
2. This salary sheet is strictly confidential and must not be discussed with anyone other than your reporting manager & HR partner.	
3. Any personal tax liability arising out of compensation will be borne solely by the employee.	
4. Gratuity is payable as per provisions of the Gratuity Act.	

Date: 15/06/2017

Dear,

RAJANALA TEJASWINI

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.


You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)


Ra.P (Head -HR)

Date: 15/06/2017

Dear,

CHITTIMI UDAYAKUMAR

Siddharth Institute of Engineering & Technology,Puttar,Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and india, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Head -HR)

Date: 15/06/2017

Dear,

VAISHNAVI THOTA

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

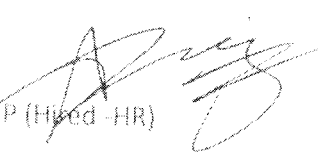
Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State-Head)

Raj.P (Head -HR)



Date: 15/06/2017

Dear,

DOMMARAJU VARSHITHA

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER / SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Hired -HR)

Date: 15/06/2017

Dear,

KONDURU VEDHAPRIYA

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Hired -HR)

Date: 15/06/2017

Dear,

D.V. VINAYAGAM

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Hired -HR)

Date: 15/06/2017

Dear,

SRI NIKITHA J

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.


Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (HQed -HR)



Date: 15/06/2017

Dear,

YEMALA YUVARAJU

Siddharth Institute of Engineering & Technology,Puttur,Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4laks p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

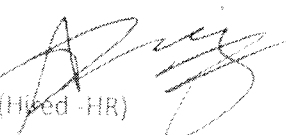
Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (StateHead)

Raj.P (Head -HR)



Date: 15/06/2017

Dear,

PAMISETTY CHANDANA

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.


You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)


Raj.P (Head -HR)

Date: 15/06/2017

Dear,

CHANDRAKANTH ARAVETI

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Hired - HR)

Date: 15/06/2017

Dear,

VEERABOYENA PAVAN KISHORE YADAV

Siddharth Institute of Engineering & Technology,Puttur,Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.


Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Head - HR)



Date: 15/06/2017

Dear,

COPINI PRABHAKAR

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj P (Head -HR)

Date: 15/06/2017

Dear,

VASILI PRASANTH

Siddharth Institute of Engineering & Technology,Puttur,Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State+Head)

Raj.P (Head -HR)

Date: 15/06/2017

Dear,

110

DAKSHIRAJU RAVITEJA VARMA

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Hyd -HR)

Date: 15/06/2017

Dear,

M THAYAGARAJAN

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service..The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are hereby informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.

Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Raj.P (Head -HR)

Date: 15/06/2017

Dear,

G THEJ KUMAR

Siddharth Institute of Engineering & Technology, Puttur, Andhra Pradesh

This has reference to our discussion to inform that you have been selected for the position of EUROCHAMP (TERRITORY EXECUTIVE / TECHNICAL SALES ENGINEER /SERVICE ENGINEER). The selected Candidate has to undergo training for 3 months as probation period. The Training includes Induction, Sales, and Service. The package in the training shall be up to Rs.10000/-p.m. After the successful completion of the training period, salary will be hiked up to 2.4lakhs p.a. depending upon the performance in your training program.

You are here by informed to report the company along with the photo copy of all your original educational certificates, id proof and address proof. You shall present this original copy of 'Letter of Intent' at the time of reporting. The joining date will be informed by e-mail from the recruitment partner outsourcing officially.


Eureka Forbes Ltd., Born as a joint venture between the Forbes Group and Electrolux of Sweden, today we are US\$ 302 million multi-product, multi-channel organization, part of the Shapoorji Pallonji Group and with a global footprint. Today, we rank amongst India's Most Admired Consumer Durable Companies and amongst the Best Employers in Asia and India. A case study at the prestigious Harvard Business School and one of the Most Admired Knowledge Enterprises in Asia and India, we have even been featured in the respected Forbes Asia Magazine.

Regards,

(HR- Talent Acquisition)

SHIVAMURTHY H K (State Head)

Rat.P (Hired -HR)



Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/20171001459

Mr. Venkatesh Palagurla

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Venkatesh Palagurla,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4 with Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100209

Mr. C.Vijay Kumar

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear C.Vijay Kumar,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100201

Mr. N.Anil

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear N.Anil,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100222

Mr. V.Varun Kumar

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear V.Varun Kumar,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4 with Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100421

Mr. M Ashok Kumar

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear M Ashok Kumar,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100202

Mr.V Balaji

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear M Ashok Kumar,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100296

Mr.Kattamanchi Jaswanth

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Kattamanchi Jaswanth,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100145

Ms. T.Pallavi

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear T.Pallavi

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

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 or such other extended period as Capgemini deems fit.
3. You may be required to undergo classroom training for a duration which will be purely based on business requirements. During the training period, your performance will be evaluated periodically.

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

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, 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 hear from you soon. Should you have any query, please do not hesitate to contact campussupport.ig@capgemini.com.

Thanking you,

Yours Sincerely,

For & On Behalf of Capgemini

Sayyad Asad Kadri

Director - Recruitment

ANNEXURE 1

M T.Pallavi

Software Engineer/Analyst and A4

Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 3,15,000/- (Rupees Three Lakhs Fifteen Thousand only)** which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

Please note: 'Post training incentive' equivalent of **INR 6,250/- per month (Rupees Six Thousand Two Hundred Fifty per month)** forms part of annual target compensation and you will be entitled for this component only after completion of 6 months from the date of joining the Organization, subjected to successful completion of fresher training. Detailed break up of annual target compensation will be provided to you at the time of joining.

Sayyad Asad Kadri
Director – Recruitment

Signature: _____

Candidate Name: T.Pallavi

Date: _____

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100241

Mr. Shaik Salman Saheb

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Shaik Salman Saheb,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100242

Ms.Katta Sowjanya

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Sowjanya,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100311

Mr. Katamsetti Sreekanth

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Katamsetti Sreekanth

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100210

Mr. Srikanth Reddy Mannuru

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Srikanth Reddy Mannuru

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4 with Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2017100111

Ms.Palani Supriya

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Palani Supriya,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2017100165

Ms.Swathi Devareddy

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Swathi Devareddy

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2017100278

Ms. Rayapaneni Jahnvi

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Rayapaneni Jahnvi,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2017

Ref No: HR/Campus/2017100200

Mr.Chandra Venkteswarlu Jaswanth

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear M Ashok Kumar,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2017100101

Ms. D.Karishma

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Karishma,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

Capgemini India Pvt. Ltd.
Plant 2, Block "C", Godrej IT Park
Godrej & Boyce Compound
LBS Marg, Vikhroli (West)
Mumbai 400 079, India
Tel.: +91.22.6686 0500. Fax: +91.22.6686 0606
www.capgemini.com
CIN: U72200MH1992PTC197069

Date: 29-Nov-2016

Ref No: HR/Campus/2017100261

Mr. Marri Karthik Kalyan

Siddhartha Institute of Engineering and Technology, Tirupathi

Letter of Intent ("LOI")

Dear Marri Karthik Kalyan,

With reference to your interview conducted by us at Siddhartha Institute of Engineering and Technology, Tirupathi, we are pleased to inform that you have been shortlisted for the position of **Software Engineer/Analyst and A4** with **Capgemini India Private 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 subject to the minimum passing percentage/grade/rank/class as determined by Capgemini.

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

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

To
Darbar Prasanna
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Darbar Prasanna,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.


We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


Thanking You,
(Sandeep Rao)
Human Resources

To
Karthik Vankayalapati
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Karthik Vankayalapati,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To
Vunipolu Kavya
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Vinupolu Kavya,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

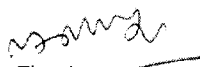
We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


Thanking You,

(Sandeep Rao)
Human Resources

To
V.Kavyasree
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear V.Kavyasree,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,
(Sandeep Rao)
Human Resources

To
Kalluru Lakshmi Jyothsna
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Kalluru Lakshmi Jyothsna,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.


We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


Thanking You,
(Sandeep Rao)
Human Resources

To
Lakshmi Kala Vulchi
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Lakshmi Kala Vulchi,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You
(Sandeep Rao)
Human Resources

To
Gadi Latha
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Gadi Latha,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You

(Sandeep Rao)
Human Resources

To
Kandi Leela Prasad
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Kandi Leela Prasad,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,

(Sandeep Rao)
Human Resources

To
Athirala Manoj Kumar
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Athirala Manoj Kumar,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,
(Sandeep Rao)
Human Resources

To
G.Pavan kumar
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear G.Pavan kumar,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.


We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


(Sandeep Rao)
Human Resources

To
BM Pavan
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear BM Pavan,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,
(Sandeep Rao)
Human Resources

To
Balla Priyanka
Siddhartha Group of Colleges .

Date: 17.07.2017

Dear Balla Priyanka,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,
(Sandeep Rao)
Human Resources



149

To

A Purushotham Naidu,
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear A Purushotham Naidu,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by September 2016. We shall start the online training from June last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,

(Sandeep Rao)
Human Resources

To
M Rajesh
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear M Rajesh,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.


We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


Thanking You,
(Sandeep Rao)
Human Resources

To
Kalathuru Ranjith kumar
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Kalathuru Ranjith kumar,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.



Thanking You,
(Sandeep Rao)
Human Resources

To
Madasu Rekha
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Madasu Rekha,

With reference to the discussion we had with you, we, on behalf of UniTechTransfer GmbH-German centre for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join UniTechTransfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.

We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or July 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

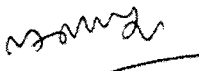
Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.

Thanking You,



(Sandeep Rao)
Human Resources

To
Gurramkonda Sai Kishore
Siddhartha Group of Colleges.

Date: 17.07.2017

Dear Gurramkonda Sai Kishore,

With reference to the discussion we had with you, we, on behalf of Unitech Transfer GmbH-German center for Automation and Robotics, Germany, are pleased to offer you the position of "Development Engineer" and invite you to join Unitech Transfer family.

Your cost to the company (CTC) would be 6,00,000 rupees (6 Lakh) Per Annum.

The allowances, benefits and other terms and conditions of your employment will be as per company policies and as applicable from time to time.

Your compensation will be reviewed in future as per company policy.

On joining the company, you shall be on probation for 3 months. You will abide by the rules and regulations of the company as maybe in force from time to time.


We expect you to join on 01 August 2017 in line with discussion with you. You need to complete 2 months of training (online) by November 2016. We shall start the online training from August last week or September 1st week. Once you finish the online training, we shall allot the work location. (Chennai, Bangalore, Vizag)

Job Description:

- Design, build, test and maintain scalable and stable off the shelf application or custom built technology solutions to meet business needs. Act as a subject matter expert for Application Software developers and Engineers.
- Contribute to the entire implementation process including driving the definition of improvements based on business need and architectural improvements
- Create/Write new program modules and maintain them to support Enterprise applications. Analyze, review and modify existing code modules.
- Write and maintain scripts to create new reports.
- Follow and maintain enterprise source code versioning.
- Conduct root cause analysis and advanced performance tuning for complex business processes and functionality.

The company looks for a long time association with all its employees and expects the same from you.

Again, congratulations and welcome to the (UniTechTransfer GmbH) family.


Thanking You,
(Sandeep Rao)
Human Resources

COMPENSATION PLAN	
NAME	Chejela Surendra Reddy
DESIGNATION	Junior Executive
DEPARTMENT	TSC
BAND	T0
EXPECTED DATE OF JOINING	10 th November, 2017
Monthly Components (in INR Per Month)	
Basic Salary	5,200
House Rent Allowance (HRA)	2,600
City Compensatory Allowance	3,000
(CCA)	
Skill Allowance	2,100
Conveyance Allowance	1,600
Holiday Allowance	1,500
Medical Allowance	1,250
Advance Statutory Bonus	1,750
Compensatory Allowance	19,809
TOTAL: Monthly (A)	2,37,708
Annual Components (in INR Per Annum)	
Employer's Contribution to Provident Fund	7,488
Insurance & Medical Benefits Premium #	1,800
ESIC	-
Gratuity Provision (payable as per the Act)	3,000
TOTAL: Annual (C)	12,288
COST TO COMPANY - per annum (B) + (C)	
	2,49,996
# Insurance and Medical Benefits	
Hospitalization Expense Reimbursement (Up to, for self and dependent family member)	1,25,000
Term Life Insurance (for Self)	10,00,000
Personal Accident Insurance (Up to, for Self)	10,00,000

NOTE:
 1. All salary components are governed by the organization's policies and statutory guidelines.
 2. This salary sheet is strictly confidential and must not be discussed with anyone other than your reporting manager & HR partner.
 3. Any personal tax liability arising out of compensation will be borne solely by the employee.
 4. Gratuity is payable as per provisions of the Gratuity Act.

ANNEXURE I

Mr K.S. Gunasekhar
5/3/82 M.G. Road
Ekamparakuppam (P)
Nagari Mandal
Chittoor Dist - 517 592
Mobile - 8332895163

5th February 2020

Letter of Employment

Dear Srinivasan

Further to the Interview you had with us, we are pleased to appoint you in our organization as "**Process Associate**" for a fixed period of employment on Contract basis, on the following terms and conditions:

You will be paid a salary of **Rs.14,563/-CTC** per month (**Rupees Fourteen Thousand Five hundred and Sixty three only**).

You are requested to report to the duty on or before **6th February 2020** against BV completion.

The term of your employment shall be valid for a period of 1 year from the date of your joining with us. Notwithstanding this, in the event of the project/work/deputation for which you are being employed, terminates before the aforementioned period, the contract shall be co-terminus with the project/work.

You shall report to the work at the premises of **RR Donnelley, R.A. Puram, Chennai**. Also, you may be deputed by the company to work at any other locations, if necessary.

During the contract period you will be working as per the office timing and rotational work shifts (including night shift) of the client, which at present is six days a week.

You have to strictly adhere to the rules and regulations made by the company, as are in force at present or may be introduced or amended from time to time, which includes, Shift timings, Office decorum, System Security and other Company Security Policies, etc.,

You shall not disclose any information related to the company to any unauthorized person, firm, or company whatsoever, either during the currency of your employment and/or any time thereafter. Breach of this stipulation will entitle the company to terminate your employment immediately without notice and you will be held responsible for any damage, which the company may suffer as a result of such disclosures.

This contract shall be terminable by either party giving **30 (Thirty) days' notice** in writing or salary in lieu of notice, to the other party.

As part of our corporate policy and to ensure your continued employment with us for a minimum mandatory period of 3 months, you are requested to submit one of your latest Original educational certificate or equivalent cash as security deposit upon joining.

Wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards

Yours truly,

For **Gem Software Solutions Limited**


Authorized Signatory

I hereby accept the above mentioned terms and conditions.

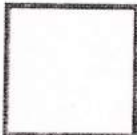
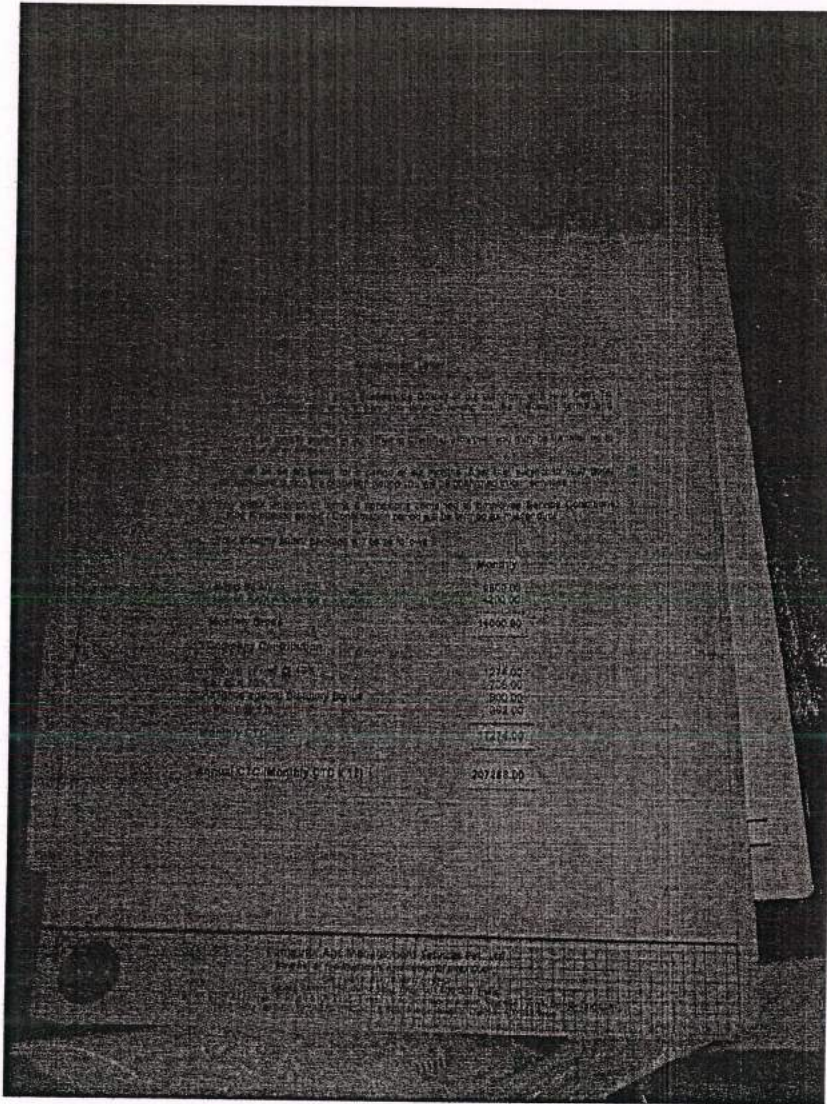
Name: KS Gunasekhar

Signature: KS Gunasekhar Date: 06-02-2020



+91 88856 01470

3/15/2021 at 3:30 PM



EMPLOYMENT OFFER LETTER

Capgemini Ref: 2419250 /306989,
07/12/2019,

Ravitheja B
1-226/11, MSM Nagar,,Puttur,

Puttur ,Andhra Pradesh,
India.

Confidential

Dear Ravitheja B ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 07/15/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be **Process Associate /A3**
- B) You will be required to work at the Company's offices in location **Salem**
- C) Your all-inclusive annual target compensation (on a cost to company basis) will be **INR 190000 /-** (**Rupees One Lakh Ninety Thousand only**) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any incentives as applicable to you. Your compensation shall be paid on a monthly basis, in arrears. The Company shall deduct tax at source at the time of making payment.

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

The breakup of your all-inclusive annual target compensation given in Exhibit 2



Unleash the Next

BPO/1058851/07681901/Bangalore/July/V0

PRIVATE & CONFIDENTIAL

July 29, 2017

Jagadeesh K,

Dear Jagadeesh K,

Welcome to Mphasis!

It was a pleasure meeting you to explore a career opportunity with Mphasis BPO Division.

Based on our discussions, we are pleased to offer you the position of **Tr. Transactn Proeng Off**, in Band 5, Level 1 with our organization. The gross compensation will be INR 152000/- (One lakh fifty-two thousand rupees only) per annum. The details of the terms and conditions of the offer of employment are detailed in the enclosed annexure.

Mphasis is defined by a strong and intrinsic culture that sets us apart. Our DNA, while evolving through various transformations, has still fundamentally been driven by the same core values. Customer centricity has been one such tenet that influences every Mphasisian. We strive to understand our customer's need, staying ahead of the curve to deliver best-in-class service. Equally crucial, is our outcome focus, wherein our eyes stay on the end result without compromising on our quality, ethics and people. We draw our greatest strength from our people. Hence, empowering our workforce has gone hand-in-hand with greater accountability, thereby creating responsible citizens of the world. As we redefine what business success means in the changing landscape, we believe in inculcating the spirit of experimentation so that established systems and ways of doing things are constantly tested, questioned and disrupted. Imagination, innovation 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 Mphasis 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 Mphasis 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 Bangalore office on July 31, 2017.

Please keep your recruiter informed, in case of advancement in the joining date.

Please endorse your acceptance by duly signing the duplicate copy of this letter on all sheets at the bottom on the right corner and return to the undersigned.

Mphasis Limited

Registered Office: Bagmane Vardh Technology Centre, Marathahalli Outer Ring Road, Gokulnagar Village, Mahadevapura, Bangalore 560 066 India.
T: +91 986 332 9000 | CIP: L30007KAI19I0PLOC05284

www.mphasis.com



Appointment Letter

Date: 24-OCT-2018

To,
Mr. Matam Manjunatha

Dear,

Based upon your application and subsequent interview, we are pleased to offer you the position for the post of Field Manager in Future Mankind (Marketing division of Mankind Pharma Ltd.) on the following terms and conditions:

1. Date of Joining : 01-NOV-2018
2. Designation : Field Manager
3. Department : Marketing
4. H.Q. : Tumakuru

5. **COMPENSATION STRUCTURE:** You shall be placed in the appropriate band / responsibility level of the Company, and shall be entitled to compensation (salary and other applicable benefits) as governed by the rules of the company on the subject, as applicable and/or amended hereafter. Please refer annexure-1 for detailed compensation structure.

6. **COMPANY RULES IN GENERAL:** You will be governed by the rules and regulation of the Company now in force and as revised from time to time.

- a) The emoluments/benefits due to you shall be liable/ subject to tax in accordance with the provisions of the Income Tax Act and Rules made thereunder and any other legislation applicable in this regard and as may be in force from time to time.
- b) In the matter of Provident Fund, E.S.I., Employees' Pension Scheme, Gratuity etc, you shall be governed by the Rules and regulations of the division and statutory provisions, if any, which are in force from time to time.
Payment of Bonus (Including Special Bonus) is governed by Payment of Bonus Act 1965 as amended.
- c) You shall be covered under Group Personal Accident Policy.
- d) If at any time during the period of your employment you are found to be dishonest, disobedient, Intemperate, Irregular in attendance or at work or commit a breach of the terms of your employment, the Division shall notwithstanding anything to the contrary that may be contained herein, be entitled to terminate your employment forthwith without any notice whatsoever or payment in lieu of notice and may deduct without prejudice to any of the rights and remedies which the Division may have against you from the emoluments, if any, then due to you, the amount of any loss the Division may have sustained has occurred shall be final, conclusive and binding upon you in all respects and shall not be questioned by you on any grounds whatsoever. In the event of your being found indulging in any acts of omission or commission constituting a misconduct including unwelcome physical contact and advances and/or a demand or request for sexual favours, and/or sexually coloured remarks/jokes, and/or showing pornography and/or any other physical, verbal or no-verbal Conduct of a sexual nature, which will tantamount to an act of moral turpitude, the Division has the right to suspend you, pending issue of charge sheet and inquiry and till its final disposal without any salary and allowance.

FOR MANKIND PHARMA LTD
(A Marketing Division)

Self-Attested and Office: **MANKIND PHARMA LIMITED**, 205, Okhla Ind. Estate, Phase-3, New Okhla, Delhi-110024
Ph : 011-46541400 Fax : 011-46541352, E-mail : contact@mankindpharma.com, www.mankindpharma.com

CIN No. : U74899DL199 (PLC044843)

Mr N Babji
Nalanda Nagar
Thummalagunta, Tirupathi Rual
Chittoor Dist, Andhra Pradesh - 517 502
Mobile - 8686063596

Letter of Employment

Dear Babji

Further to the Interview you had with us, we are pleased to appoint you in our organization as **Process Associate** for a fixed period of employment on Contract basis, on the following terms and conditions:

You will be paid a salary of **Rs.12,500/-CTC** per month (**Rupees Twelve Thousand Five hundred only**).

You are requested to report to the duty on or before **27th February 2018** against BV completion.

The term of your employment shall be valid for a period of six months from the date of your joining with us. Notwithstanding this, in the event of the project/work/deputation for which you are being employed, terminates before the aforementioned period, the contract shall be co-terminus with the project/work.

You shall report to the work at the premises of **RR Donnelley, R.A. Puram, Chennai**. Also, you may be deputed by the company to work at any other locations, if necessary.

During the contract period you will be working as per the office timing and rotational work shifts (including night shift) of the client, which at present is six days a week.

You have to strictly adhere to the rules and regulations made by the company, as are in force at present or may be introduced or amended from time to time, which includes, Shift timings, Office decorum, System Security and other Company Security Policies, etc.,

You shall not disclose any information related to the company to any unauthorized person, firm, or company whatsoever, either during the currency of your employment and/or any time thereafter. Breach of this stipulation will entitle the company to terminate your employment immediately without notice and you will be held responsible for any damage, which the company may suffer as a result of such disclosures.

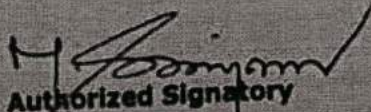
This contract shall be terminable by either party giving **30 (Thirty) days'** notice in writing or salary in lieu of notice, to the other party.

As part of our corporate policy and to ensure your continued employment with us for a minimum mandatory period of 3 months, you are requested to submit one of your latest Original educational certificate or equivalent cash as security deposit upon joining.

Wishing you the very best in your assignment with us and as a token of your understanding and accepting of the standard terms of employment, you are requested to sign the duplicate copy of this letter and return to us within a day.

With warm regards

Yours truly
For **Gem Software Solutions Limited**


Authorized Signatory

I hereby accept the above mentioned terms and conditions.

Name: N. BABJI

Signature: N. Babji Date: 13-02-2018

Date: 11th Oct 2018

P.BHAGYA LAKSHMI
Contact No. 9907014382
Email ID: Lakshmi.009@gmail.com

Appointment Letter

Dear Bhagyalakshmi,

Congratulations on being a part of **ALK Talent Search LLP**.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. Date of joining – 11-Oct -2018
2. Location - Bangalore
3. Designation - HR Executive

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in probation period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

After Confirmation you will be eligible for 24 Annual leaves as per the rules and regulations of the company.

C.GURUPRASAD
Contact No. 7708985081
Email ID: guruprasad@gmail.com

Appointment Letter

Dear Guruprasad,

Congratulations on being a part of **ALK Talent Search LLP**.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. **Date of joining – 27-Dec-2018**
2. **Location - Bangalore**
3. **Designation - HR Executive**

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in probation period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

After Confirmation you will be eligible for 24 Annual leaves as per the rules and regulations of the company.

K.JAGADESH
Contact No. 9985816467
Email ID: jagadeesh.kalli@gmail.com

Appointment Letter

Dear Jagadeesh,

Congratulations on being a part of **ALK Talent Search LLP**.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. Date of joining - 24-1-2019
2. Location - Bangalore
3. Designation - HR Executive

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in probation period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

All Public Holidays will be with full pay as per the prevailing rules of the company.

Date: 10th May 2019

R.KUMARI
Contact No. 8886014382
Email ID: kumara.29@gmail.com

Appointment Letter

Dear Kumari,

Congratulations on being a part of **ALK Talent Search LLP**.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. Date of joining – 10-5-2019
2. Location - Bangalore
3. Designation - HR Executive

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in proba period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

After Confirmation you will be eligible for 24 Annual leaves as per the rules and regulations of the company.

Date: 22th Aug 2019

L.LALITHA
Contact No. 7723014382
Email ID: lalitha.96@gmail.com

Appointment Letter

Dear Lalitha,

Congratulations on being a part of **ALK Talent Search LLP**.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. Date of joining – 22-Agu -2019
2. Location - Bangalore
3. Designation - HR Executive

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in probation period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

After Confirmation you will be eligible for 24 Annual leaves as per the rules and regulations of the company.

Date: 18th Dec 2019

KOVVURU.SUPRIYA
Contact No. 8887014382
Email ID: supriya.kovvuru@gmail.com

Appointment Letter

Dear Supriya,

Congratulations on being a part of ALK Talent Search LLP.

ALK Talent is one of the leading Indian Staffing Company that employs a large workforce of Associates spread across over multiple clients in across.

Today we have the best and finest team of professionals in this business who are experts in their own field. 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.

Employment terms and conditions:

1. Date of joining – 18-12-2019
2. Location - Bangalore
3. Designation - HR Executive

4. Probation Period

You will be on probation period of 6 months from your date of joining & you are not eligible for any leave in probation period.

5. Notice Period/Termination

This employment between you and the company may be terminated by either of the party by giving a one month notice period. You will act within the framework of organizational structure and policies and directions as may be laid down by the management from time to time. During the tenure of your employment with us, you will not undertake any other employment or business activities, work or public office of payment or otherwise except with the written permission of the Management. If you are found involved in any act which in the opinion of the Company is detrimental to the interest of their business interest, Management shall be at liberty to dispense with your services immediately and without any notice or compensation.

6. 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 at the end of the financial year.

7. Annual Leave/Public Holidays

After Confirmation you will be eligible for 24 Annual leaves as per the rules and regulations of the company.



Dated: 15th June 2018
Employee Name: Ms.Janaki.Y
Tel: +91 9981994527
Email ID: JANAKI.YEEDLE@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*



Dated: 7th Dec 2018
Employee Name: Ms.kushbu
Tel: +91 9981664525
Email ID: KUSHBU.Y@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

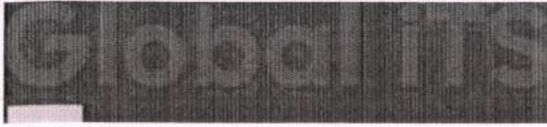
Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*



Dated: 7th Dec 2018
Employee Name: Mr.Mahendra.Y
Tel: +91 9981664525
Email ID: MAHENDRA.Y@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

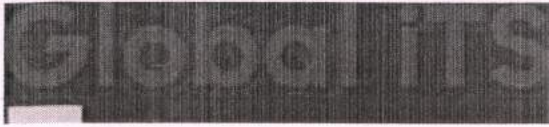
Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*



Dated: 3th June 2018
Employee Name: Ms.Nandini.K
Tel: +91 8881664525
Email ID: NANDINI.KELLI@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
August 2, 2018

Ms.C.Yasasw
BTM layout 1st stage
Bangalore 560068

Dear Yasasw,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
November 2, 2018

Ms.G.Vasudha
BTM layout 1st stage
Bangalore 560068

Dear **Vasudha**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100, India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
June 2, 2019

Mr.A.Babu
BTM layout 1st stage
Bangalore 560068

Dear **Babu**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
December 3, 2018

Ms.R.DHANALAKSHMI
BTM layout 1st stage
Bangalore 560068

Dear **Dhanalakshmi**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100, India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
March 1, 2019

Ms.T.Karunya
BTM layout 1st stage
Bangalore 560068

Dear **Karunya**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
June 3, 2019

Mr.Saiprasad.E
BTM layout 1st stage
Bangalore 560068

Dear Saiprasad

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
August 1, 2019

Mr.S.Suresh
BTM layout 1st stage
Bangalore 560068

Dear Suresh

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100, India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
August 10, 2018

Mr.D.VINOD KUMAR
BTM layout 1st stage
Bangalore 560068

Dear **Vinod kumar**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

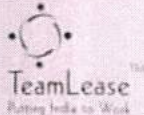
We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



Date: 19 Dec 2017

Mr Akhil Vijay K.
New No 4 Old No 2
Chandrasekaran Street Radha Nagar Chrompet
Chennai-600041

Employee No: 1306137
Dear Mr Akhil Vijay K.

Appointment Letter

We are pleased to appoint you in our organization as Back Office Support subject to the following terms and conditions:

1. Your contract will commence from 19 Dec 2017 and expire on 18 Dec 2018 during which you will render services to our Client at their premises subject to the terms and conditions of the engagement letter executed by you on 19 Dec 2017 and in accordance to the instructions received by you from us or any other authorized person and will be bound by our rules and regulations.
2. You hereby agree to be liable for the following terms and conditions:
 - i. Fully perform the services, in a professional manner, at the Client's location until the completion of the term of the work assignment.
 - ii. During the term of the work assignment, render services exclusively to the Client and such performance shall not be inconsistent with any obligation you may have to other third parties.
 - iii. Not engage in any conduct which is detrimental to the interest of the Client or TeamLease.
 - iv. Not receive any payments of any nature directly or indirectly from the Client unless agreed to by TeamLease.
 - v. Neither directly nor indirectly offers you for employment with the Client or its affiliates during the period of the work assignment without prior permission of TeamLease.
 - vi. Extend all cooperation to the Client's employees, consultants, representatives, etc. and do all such things as may be necessary and comply with all terms of the Appointment letter so as to effectively undertake the work.
 - vii. Report and be present at the designated location during the working hours mentioned herein and abide by the rules and regulations as required by the Client.
 - viii. Comply with the safety, health and other rules and regulations of TeamLease and the TeamLease Client that you have been made aware of.
 - ix. During the course of your contract, you can be transferred to a location within the territory of India as and when required by TeamLease for executing the services provided herein.
3. Should you be selected to perform the Work Assignment, the nature of your relationship with TeamLease will be that of a Contract of Service for a fixed period. By executing this letter of engagement neither do we offer you employment with TeamLease nor do you become an employee of TeamLease. Upon expiry or termination of the Work Assignment, your employment with TeamLease shall stand terminated forthwith.
4. Except for expiry of a Work Assignment due to completion/expiry of the same or in respect of a Work Assignment of one week or a lesser period of time, either party may terminate this Work Assignment Letter by issuing 15 days notice in writing or payment thereof.
5. Termination of this letter of engagement shall not affect the obligations of the parties that have been incurred prior to such termination and TeamLease shall promptly settle all your dues after making the applicable deductions.
6. You agree to defend, indemnify and hold TeamLease or the Client harmless from any and all claims, damages, liability, attorneys fees and expenses on account of your failure to satisfy any of your obligations under this work assignment letter or for misconduct or for violation of any law or creation of any legal liability by you.
7. Any dispute between you and TeamLease shall be referred to a sole arbitrator appointed by TeamLease. The arbitration shall be conducted in English language, in accordance with the Arbitration and Conciliation Act 1996, at Bangalore, Karnataka, India. This Engagement Letter shall be governed by the laws of India.
8. Details of your salary breakup will be as per the Annexure attached herein. You hereby authorize TeamLease to

This is a system generated document. Any unauthorized use, disclosure, dissemination, or copying of this document is strictly prohibited and may be illegal.

Doc ID: TL0488E72778

TeamLease Services Limited, CIN No. U71402MH2000PTC24003
BMC Commercial Complex, 3rd Floor, 80 Feet Road, Koramangala, Bangalore - 560095
Ph: (91-80) 3370025, Fax: (91-80) 33743001, www.teamlease.com
Executed On: No. 4, Old No. 2, Chandrasekaran Street, Radha Nagar, Chennai-600041

7 December 2017

imfsr31365



CGI Information Systems and Management Consultants Pvt. Ltd.
Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100. India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential
September 2, 2019

Mr.S.Tejakumar
BTM layout 1st stage
Bangalore 560068

Dear **Tejakumar**

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 480,000/-**

We will communicate to you the details of joining location, venue, date and time, basis business priorities. Your appointment will be effective on your joining date. If you do not confirm your acceptance within three working days, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. If you have questions, write to cgirecruitment.india@cgi.com
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 080-4194 0000 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above-mentioned email-Id for any queries regarding your employment offer.

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- You will be on Probation for a period of six (6) months from the date of appointment. You will be confirmed as a permanent employee at the end of the period of probation by a letter of confirmation, if your conduct and performance in the appointed position are found satisfactory during the period of probation. The Company shall have the right to extend the Probationary Period for a further period of six (6) months or a part thereof. The Probationary Period shall be deemed to have been extended unless notified otherwise in writing
- On joining, you will be part of various training programs devised by the Company to help you prepare for assignments as part of your employment with the Company. You acknowledge that the Company may incur considerable expenses to impart such training programs and consequently, you agree to serve the Company for a period of two (2) years effective from your date of appointment and execute a service agreement with the Company upon request. You will also have to sign the Employment Agreement with the Company
- You will be eligible for a performance revision as per company policy



Dated: 1 Oct 2019
Employee Name: Mr.POLAMPALLI.HAREESH KUMAR
Tel: +91 9901664525
Email ID: HAREESH.POLAMPALLI@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*



Dated: 1 JUNE 2019
Employee Name: Mr.KK.Anatha sai
Tel: +91 7701664525
Email ID: ANATHASAI.689@GMAIL.COM

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*





Dated: 2 Dec 2019
Employee Name: Mr.Ashok kumar
Tel: +918881664525
Email ID: ashok.kummara@gmail.com

Subject: - Employment Offer Letter

I am pleased to offer you the opportunity to join **Global Information Technology Solution W.L.L** ("Global ITS") immediately on the following terms and conditions:

Position: Associate Functional Consultant

Location: Chennai- India Branch

Join Date: immediately - upon offer's acceptance date

Salary Package: **INR 268,800.00 PER ANNUM** (Indian Rupees Two Lakh Sixty-Eight Thousand & Eight Hundred Only) as mentioned in below schedule:

Salary Details	Monthly (INR)	Annual (INR)
Basic	10,000.00	120,000.00
HRA	5,000.00	60,000.00
Transport Allowance	2,500.00	30,000.00
Telephone Allowance	2,500.00	30,000.00
Other Allowances	1,200.00	14,400.00
Gross Salary	21,200.00	254,400.00
Benefits		
PF (Employer Contribution)	1,200.00	14,400.00
Cost to Company (CTC)	22,400.00	268,800.00
Deductions		
PF -Employees Contribution	1,200.00	14,400.00
PF -Employees Contribution	1,200.00	14,400.00
Net Take Home before TDS*	20,000.00	240,000.00

**Rate of TDS is subjected to Declaration and submission of related information and document by employee.*

EMPLOYMENT OFFER LETTER

Capgemini
1810642/252617,
11/12/2018,
N.Anusha
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Ref:

Confidential

Dear Anusha

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 11/12/2018 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Cappgemini Ref: 1810431
/252664,
01/09/2018,

THALLA.CHAKRAVARTHY
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],

chennai ,Tamil Nadu,
India.

Confidential

Dear Chakravarthy ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 03/04/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Capgemini Ref: 1810231
/252647,
01/12/2018,

K.Arunkumar
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],

chennai ,Tamil Nadu,
India.

Confidential

Dear Arunkumar ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 03/04/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Capgemini Ref: 1810432
/252426,
01/8/2018,

M.ANANDA BABU
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],

chennai ,Tamil Nadu,
India.

Confidential

Dear Ananda babu ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 03/04/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Capgemini Ref: 1810630
/252644,
02/06/2018,
Yamini.B
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Confidential

Dear Yamini.B ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 02/06/2018 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Cappgemini Ref: 1810630
/252644,
02/06/2018,
G.ANIL
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Confidential

Dear Anil ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 02/06/2018 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Cappgemini
1810616/252652,
01/7/2019,
K.S RAJA REDDY
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

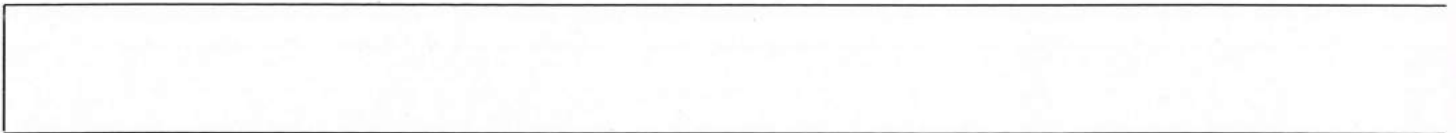
Ref:

Confidential

Dear K.S Raja reddy

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 01/07/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai



EMPLOYMENT OFFER LETTER

Capgemini
1810612/252622,
01/5/2019,
M.Lokesh
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Ref:

Confidential

Dear M.Lokesh

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 01/05/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

--

EMPLOYMENT OFFER LETTER

Cappgemini Ref:
1810672/252682,
01/6/2019,
J.Muniprasad
Chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
Chennai, Tamil Nadu,
India.

Confidential

Dear Muni prasad

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Cappgemini Technology Services India Limited ('Cappgemini' or 'Company') starting from 01/06/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

--

EMPLOYMENT OFFER LETTER

Capgemini
1810642/252617,
11/12/2018,
P.Janardhan
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Ref:

Confidential

Dear Janardhan.P

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 11/12/2018 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

--

EMPLOYMENT OFFER LETTER

Capgemini Ref: 1810135
/252574,
01/02/2019,

K.Anusha
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],

chennai ,Tamil Nadu,
India.

Confidential

Dear Anusha ,

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 03/04/2019 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

EMPLOYMENT OFFER LETTER

Capgemini
1810642/252617,
1/9/2018,
Koneti. Bhavani
chemmanchery,[[JOB_APPLICATION_CUSTOM74]],
chennai ,Tamil Nadu,
India.

Ref:

Confidential

Dear Bhavani

Pursuant to our discussions, we are pleased to offer you employment opportunity, on probation basis, with Capgemini Technology Services India Limited ('Capgemini' or 'Company') starting from 1/9/2018 (or such other date as may be communicated to you by the Company), as per details given below.

- A) Your current designation will be Process Associate /A3
- B) You will be required to work at the Company's offices in location Chennai

--

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear

P.Somasekar,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd.**

As discussed, Kindly bring all your below mentioned documents on 01

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear S.Afrose ,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear C.Saiprakash

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd.**

As discussed, Kindly bring all your below mentioned documents on 01

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear K.Seenu,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd.**

As discussed, Kindly bring all your below mentioned documents on 01

Sl. No	Document Checklist
	All semesters' educational documents

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear N.Rajitha,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd.**

As discussed, Kindly bring all your below mentioned documents on 01

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear

A.Sravankumar,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear

B.Manjunath,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear G.Harish,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear P.Dianakar,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear S.Dianakar,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Compose

Inbox 537

Starred

Snoozed

Important

Chats Sent

Drafts 173

Categories

Social 7,048

Updates 3,284

Forums 11

Promotions 2,168

Personal

photos

More

Dear

Dhanalakshmi,

Congratulations!!!

On being selected with **Million Talents India Pvt. Ltd . !**

As confirmed, your date of joining with **Million Talents India Pvt. Ltd**

As discussed, Kindly bring all your below mentioned documents on 0

Sl. No	Document Checklist
	All semesters' educational documents

Date : April 3, 2018
Ref No.: SBIGIC/HR/OF/20-11/238

Mr. G.ARUN KUMAR
Mobile No. - 8881942073

Dear
Sir,

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : June 1, 2018
Ref No.: SBIGIC/HR/OF/10-41/338

Mr. V.ASHOK KUMAR
Mobile No. - 7751942073

Dear
Sir,

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : September 1, 2018
Ref No.: SBIGIC/HR/OF/70-31/638

Mr. G.BABU
Mobile No. - 9967842074

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : August 1, 2018

Ref No.: SBIGIC/HR/OF/50-21/438

Ms.R.DHANALAKSHMI
Mobile No. - 9561842084

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : October 1, 2018
Ref No.: SBIGIC/HR/OF/30-41/138

Mr.G.CHARANRANRAJA
Mobile No. - 9961842057

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : November 1, 2018
Ref No.: SBIGIC/HR/OF/70-31/538

M. B. BHANUPRAKASH
Mobile No. - 9345618428

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No March 1, 2019
Ref No.: SBIGIC/HR/OF/70-31/538

Mr. M.N.DHANASEKHAR
Mobile No. - 8885618428

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No April 1, 2019
Ref No.: SBIGIC/HR/OF/12-42/539

Ms.SK.GEETHA
Mobile No. - 7799200212

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No August 1, 2019
Ref No.: SBIGIC/HR/OF/12-42/539

Mr.V.BHARGAVA NAIDU
Mobile No. - 7799200212

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 059 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No October 1, 2019
Ref No.: SBIGIC/HR/OF/32-12/339

Mr.V.M.YUVARAJ
Mobile No. - 9985200212

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No December 2, 2019
Ref No.: SBIGIC/HR/OF/12-67/133

Mr.G.KALYA KUMAR
Mobile No. - 7799288212

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

- i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
- ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No September 2, 2019
Ref No.: SBIGIC/HR/OF/67-34/673

Mr.MALLA MOHA
Mobile No. - 9985879091

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No May 5, 2019
Ref No.: SBIGIC/HR/OF/37-54/373

Mr.J.VENKAIAH BABU
Mobile No. - 9392566546

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No October 1, 2019
Ref No.: SBIGIC/HR/OF/37-54/373

Mr.E.SUDHEER
Mobile No. – 8882566546

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No May 1, 2018
Ref No.: SBIGIC/HR/OF/27-64/473

Mr.B.LOKESH
Mobile No. – 9967866546

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:

i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.

ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in

application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

Date : No June 1, 2018
Ref No.: SBIGIC/HR/OF/17-24/373

Mr.G.JAGADEESWAR
Mobile No. – 9983866549

Offer Letter:

With reference to your recent interview with us, we are pleased to offer you the position of **Business Development Executive - Bancassurance in the grade of Executive** in SBI General Insurance Co. Ltd. You will be reporting to the Territory Sales Manager - Bancassurance. You will be on probation for a period of six months. Your confirmation in the service of the Company will be subject to your successfully completing your probation.

2. During the period of your probation and upon any subsequent confirmation, your remuneration will be at the fixed rate of Rs.300000/- (Rupees Three Lakhs only) per annum. This will be an all inclusive on a cost to the company (CTC) for availing your services. The components of this all-in cost to company can be analyzed in more detail with you prior to commencement of your probationary period of employment.
3. Your initial posting will be in Chittoor under Tirupati. However, the company reserves the right to utilize your services at any other place within or outside the country.
4. This is a provisional offer. We will issue a Letter of Appointment subject to completion of following formalities:
 - i. Actual production of Relieving letter or acceptance of resignation letter from your current employer.
 - ii. Actual production of original documents and certificates regarding educational qualifications, work experience, remuneration, identity and references, detailed in application form. Please refer to the annexure for the complete list of testimonials.

SBI General Insurance Company Limited

Corporate & Registered Office: 'Natraj', 301, Junction of Western Express Highway & Andheri - Kurla Road, Andheri (E), Mumbai - 400 069 | CIN: U66000MH2009PLC190546 | Tel.: +91 22 42412000 | www.sbigeneral.in
Logo displayed belongs to State Bank of India and is used by SBI General Insurance Co. Ltd. under license | IRDAI Registration Number 144

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

29-Jan-2018

**PRIYADHARSHINI
C6878399
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **PRIYADHARSHINI.K,**

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**
Career Level- **10**
Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

3-Apr-2018

**R.VENKATESH
C6878388
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **R.VENKATESH,**

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**
Career Level- **10**
Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-3-2019

**R.LAKSHMI
C6878388
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **R.LAKSHMI,**

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**
Career Level- **10**
Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-6-2019

**L.RAVANAMMA
C6872338
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **L.RAVANAMMA,**

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-10-2019

**C.PRAKASH
C6872338
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **C.PRAKASH,**

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-7-2019

**E.SARANYA
C6872639
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear **E.SARANYA**,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

2-9-2019

**G.LAKSHMI KANTH
C6872639
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Lakshmi kanth,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-8-2019

**KODURU. HEMA
C6872639
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Koduru Hema,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**

Career Level- **10**

Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-5-2018

**NAVEEN.G
C6876731
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Naveen,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst

Career Level- 10

Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-6-2018

**SYED ABUL HASAN
C68797348
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Abul hasan,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**
Career Level- **10**
Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-8-2018

**C.SATHEESH
C68798748
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear C.Sateesh,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- **Application Development Senior Analyst**
Career Level- **10**
Talent Segment-**Software Engineering**

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-9-2018

**G.VENKATA SIVA
C68798632
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Venkatasiva,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

1-10-2018

**CR.Prasanth Babu
C68798632
Hyderabad**

Subject: Offer of Employment ("Offer")

Dear Prasanth Babu ,

This is with respect to your application and the subsequent rounds of discussions you had with us. We are pleased to extend an Offer to join Accenture Solutions Private Limited (hereafter referred to as 'Company') in our Delivery Centers for Technology, India, as per the below terms and conditions:

Role- Application Development Senior Analyst
Career Level- 10
Talent Segment-Software Engineering

Your joining location would be **Hyderabad**

Please refer to:

- Annexure 1 for the compensation and benefits details.
- Annexure 2 for documentation to be submitted by you.
- Terms of Employment, Compensation Plan and Car Lease Scheme (Car lease would NOT be applicable for Career Level 10, 11, 12 & 13)

Your employment with the Company will be governed by the attached Terms of Employment. You are required to carefully read and understand these Terms of Employment as a part of accepting this Offer.

As further detailed in the Terms of Employment, this Offer and your employment with the Company is subject to satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after the effective start date of your employment.

Further, at the time of joining you are required to provide all documentation identified in Annexure 2.

Date: 25th December, 2018

OFFER OF APPOINTMENT

Name: Pushparaj K
Dept: Warehouse
Unit: GBN

Dear, Mr. Pushparaj K,

With reference to your application and subsequent interview you had with us, we are pleased to offer you the position of **Trainee Staff in Warehouse** Department and your remuneration package details are as per the Annexure -I.

A formal appointment letter with all the terms and conditions will be issued to you at the time of joining.

At the time of reporting to duty, you are requested to bring the following:

- Four passport size photographs.
- Originals certificates & testimonials for verification. (Along with 1 set of Xerox)
- Relieving letter & Experience Certificate from your previous employer.
- UAN Details
- Photo id proof (Aadhar Card)
- Copy of PAN card is compulsory.
- Form 12-B
- Medical Fitness Certificate (From Registered Practitioner)

You are requested to inform us about your acceptance and your date of joining which should be as early as possible but not later than 7th of January 2019.

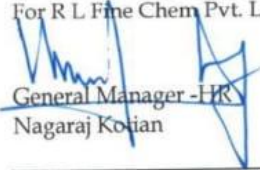
As a token of acceptance of this offer please sign on the duplicate copy of this letter and return it to us.

We look forward to welcoming you to RLFC family. Please feel free to call us in case you need any assistance.

Note:

- Your employment with us will be subject to successful completion of reference checkup at any given point- Pre or Post employment.
- Your next increment will fall in the month of April-2020 with retrospective effect from the date of joining.

For R L Fine Chem Pvt. Ltd.


General Manager -HR
Nagaraj Kojian

I have read and understood the above terms and conditions and accept the same. I will be reporting to duty on


Candidate
HEALING
STARTS HERE

R L Fine Chem Pvt. Ltd.,

"RLFC HOUSE", Plot No. C-10, 1st Cross, KSSIDC Industrial Estate,
Yelahanka New Town, Bengaluru 560064 Karnataka, India
t +91 80 4248 8999 e info@rlfinechem.com
www.rlfinechem.com CIN No.: U24100KA2011PTC059846



July 22, 2017

Ms. Durga,
Chittoor, AP

Dear Durga Eddala,

On behalf of VSoft Technologies, we are pleased to confirm our offer of employment to you as **Jr. Engineer - Testing** to be based at our office in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities and we are excited by the prospect of you being a part of VSoft Technologies.

Your annual fixed compensation (Cost-To-Company) will be **INR. 180,000/-**, payable on a monthly basis and will be subject to IT deductions, as per company policy. In addition, you will be eligible for a Variable Component of **INR.0/-** per annum. This amount may vary, based on Individual, Department and the company's performance. The Variable Component payable to you will be determined based on the Performance Review to be conducted in April 2018. The Variable Component will be paid out subject to you being on the rolls of the company on the date of disbursement of these payouts (expected to be in August 2017). These payouts will be prorated based on your tenure. The parameters of the variable will be discussed and decided after 1 month of your joining. The total annual compensation will be **INR. 180,000/-**. The break-down details of the remuneration is given in "Annexure-A" and you are advised to seek independent tax advice to minimize the tax incidence. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification.

You will be on probation for a period of six months from your date of joining; the probation period may be extended by and at the sole discretion of the company based on your performance during the probation period. Upon confirmation of your services, you will be bound to serve the company for a period of Twenty Four (24) Months from the date of acceptance; VSoft reserves the right to terminate your services in the event of breach of the terms and conditions or non-performance.

Your employment with us will be governed by our Terms and Conditions as detailed in the attached "**Annexure-B**". You will also be governed by any rules, regulations, policies and practices that may change from time to time. You will be entitled to other benefits as generally accorded to the employees of VSoft Technologies, subject to Company policy and norms.

As discussed, we expect a start date of **August 1, 2017** or earlier. At the time of joining, you are required to submit the documents mentioned as a footnote, in this letter. And please sign in the space provided indicating your acceptance of our offer and submit the duplicate copy of the duly signed letter to Human Resources.

VSoft wishes you all the best for all your future endeavors.

Yours sincerely,

for VSoft Technologies Private Limited

Lakshmi Veeraghanta
CHO

Acceptance of Offer

I hereby accept the position on the terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company at the time of joining:

1. Copy of Passport
 2. Copy of all the Educational Certificates
 3. Service / Relieving letter from all the previous employers
 4. Last drawn Pay slip
 5. PF Number (if available)
 6. PAN Number
 7. Recent Form 16 from existing employer
 8. Four color passport photographs of yours and 2 copies each of your dependants (Parents, Spouse, children)
- And will join the company on

Mention Date of Joining

Please sign your Acceptance (Sign & Date)

ANNEXURE-A

Name: Ms. Durga Eddala		Designation: Jr. Engineer - Testing	
	DESCRIPTION	MONTHLY (INR.)	ANNUAL (INR.)
1.	Basic	4500	54000
2.	House Rent Allowance (HRA)	1800	21600
3.	Conveyance Allowance	1600	19200
4.	Medical Allowance	1250	15000
5.	Children Education Allowance		
6.	Meal Voucher		
7.	Leave Travel Allowance	1500	18000
8.	Special Allowance	2644	31728
9.	Gross Salary	13294	159528
Statutory Norms			
10.	Company's contribution to Provident Fund restricted up to a maximum of INR.15,000/- salary	857	10284
11.	Company's contribution to ESI	631	7572
12.	Gratuity @ 4.81% of Basic as per statutory norms	216	2592
13.	Total Fixed Compensation(in INR)	15000	180,000
14.	Variable Component		0
15.	Total Annual Compensation (in INR)		180,000

Basic is a fully taxable component and is used as the base to compute other salary components such as HRA, PF, ESI & Gratuity.

House Rent Allowance ("HRA") is fixed at 40% of Basic. HRA is meant to pay for the rent towards residential accommodation. Exemption from tax is computed with reference to the actual rent paid by the associate towards the accommodation. Rent paid in excess of 10% of the Basic, subject to a maximum ceiling of HRA actually received would be non-taxable.

Conveyance Allowance up to INR 1600/- per month is tax exempt in the hands of employee w.e.f April 2015.

Medical Allowance will be paid on a monthly basis. Bills towards routine medical expenses for you as well as your immediate dependents should be submitted failing which the amount will attract appropriate tax. The taxation rules provide for a maximum deduction of INR 15,000/- per annum with respect to medical expenses reimbursed to an employee by his employer.

Associates are covered under Medical insurance as per the eligibility.

Meal vouchers (a tax benefits) will be disbursed at the start of each month and will not be reflected in the pay stub. Income Tax rules provide for exemption in tax for meal vouchers given by employers to their employee up to a max of INR 26400/- per annum, assuming INR. 100/- per working day and 22 working days in a month.

Leave Travel Allowance, will be paid on a monthly basis as an allowance with tax deducted at source should you choose not to avail the tax benefit of fare reimbursement. In case you opt for the fare reimbursement facility to claim tax benefit, you will have to complete the LTA Fare Utilization Form available with the Accounts team indicating your likely journey dates. The taxability or otherwise of LTA will be as per the Indian Income Tax Act, details of which will form part of the LTA Fare Utilization Form. Leave Travel Concession would be tax exempt subject to certain conditions - Leave Travel twice in a block of four years; expenditure is restricted to self and immediate family; mode of travel will be limited to II AC Rail or Economy Air within India only

The balance, after computing the above "Heads" (Sl#1 to 7, 10 to 12), and deducted from the Cost-To-Company is allocated to Special Allowance, which is disbursed on a monthly basis and is a fully taxable component.

The Income Tax Act as prevailing at the time of employment will govern your personal Taxation and the Company will deduct Income Tax at source. You will be responsible to declare your potential Income and savings as per Company Practice to determine your personal Tax liability and declare actual Total Personal Income to the Income Tax Authorities at the time of filing your individual Income Tax Returns for the year.



July 22, 2017

Mr. Kumarswamy K,
Chittoor, AP

Dear Kumarswamy K,

On behalf of VSoft Technologies, we are pleased to confirm our offer of employment to you as **Jr. Engineer - Testing** to be based at our office in **Hyderabad**. We extend this offer, and the opportunity it represents, with great confidence in your abilities and we are excited by the prospect of you being a part of VSoft Technologies.

Your annual fixed compensation (Cost-To-Company) will be **INR. 180,000/-**, payable on a monthly basis and will be subject to IT deductions, as per company policy. In addition, you will be eligible for a Variable Component of **INR.0/-** per annum. This amount may vary, based on Individual, Department and the company's performance. The Variable Component payable to you will be determined based on the Performance Review to be conducted in April 2018. The Variable Component will be paid out subject to you being on the rolls of the company on the date of disbursement of these payouts (expected to be in August 2017). These payouts will be prorated based on your tenure. The parameters of the variable will be discussed and decided after 1 month of your joining. The total annual compensation will be **INR. 180,000/-**. The break-down details of the remuneration is given in "Annexure-A" and you are advised to seek independent tax advice to minimize the tax incidence. Your compensation details are confidential and you may discuss it only with the undersigned in case of any clarification.

You will be on probation for a period of six months from your date of joining; the probation period may be extended by and at the sole discretion of the company based on your performance during the probation period. Upon confirmation of your services, you will be bound to serve the company for a period of Twenty Four (24) Months from the date of acceptance; VSoft reserves the right to terminate your services in the event of breach of the terms and conditions or non-performance.

Your employment with us will be governed by our Terms and Conditions as detailed in the attached "**Annexure-B**". You will also be governed by any rules, regulations, policies and practices that may change from time to time. You will be entitled to other benefits as generally accorded to the employees of VSoft Technologies, subject to Company policy and norms.

As discussed, we expect a start date of **August 1, 2017** or earlier. At the time of joining, you are required to submit the documents mentioned as a footnote, in this letter. And please sign in the space provided indicating your acceptance of our offer and submit the duplicate copy of the duly signed letter to Human Resources.

VSoft wishes you all the best for all your future endeavors.

Yours sincerely,

for VSoft Technologies Private Limited

**Lakshmi Veeraghanta
CHO**

Acceptance of Offer

I hereby accept the position on the terms and conditions of employment offered. The following documents have been attached for your records or shall be provided to the company at the time of joining:

1. Copy of Passport
 2. Copy of all the Educational Certificates
 3. Service / Relieving letter from all the previous employers
 4. Last drawn Pay slip
 5. PF Number (if available)
 6. PAN Number
 7. Recent Form 16 from existing employer
 8. Four color passport photographs of yours and 2 copies each of your dependants (Parents, Spouse, children)
- And will join the company on

Mention Date of Joining

Please sign your Acceptance (Sign & Date)

ANNEXURE-A

Name: Mr. Kumarswamy K		Designation: Jr. Engineer - Testing	
	DESCRIPTION	MONTHLY (INR.)	ANNUAL (INR.)
1.	Basic	4500	54000
2.	House Rent Allowance (HRA)	1800	21600
3.	Conveyance Allowance	1600	19200
4.	Medical Allowance	1250	15000
5.	Children Education Allowance		
6.	Meal Voucher		
7.	Leave Travel Allowance	1500	18000
8.	Special Allowance	2644	31728
9.	Gross Salary	13294	159528
Statutory Norms			
10.	Company's contribution to Provident Fund restricted up to a maximum of INR.15,000/- salary	857	10284
11.	Company's contribution to ESI	631	7572
12.	Gratuity @ 4.81% of Basic as per statutory norms	216	2592
13.	Total Fixed Compensation(in INR)	15000	180,000
14.	Variable Component		0
15.	Total Annual Compensation (in INR)		180,000

Basic is a fully taxable component and is used as the base to compute other salary components such as HRA, PF, ESI & Gratuity.

House Rent Allowance ("HRA") is fixed at 40% of Basic. HRA is meant to pay for the rent towards residential accommodation. Exemption from tax is computed with reference to the actual rent paid by the associate towards the accommodation. Rent paid in excess of 10% of the Basic, subject to a maximum ceiling of HRA actually received would be non-taxable.

Conveyance Allowance up to INR 1600/- per month is tax exempt in the hands of employee w.e.f April 2015.

Medical Allowance will be paid on a monthly basis. Bills towards routine medical expenses for you as well as your immediate dependents should be submitted failing which the amount will attract appropriate tax. The taxation rules provide for a maximum deduction of INR 15,000/- per annum with respect to medical expenses reimbursed to an employee by his employer.

Associates are covered under Medical insurance as per the eligibility.

Meal vouchers (a tax benefits) will be disbursed at the start of each month and will not be reflected in the pay stub. Income Tax rules provide for exemption in tax for meal vouchers given by employers to their employee up to a max of INR 26400/- per annum, assuming INR. 100/- per working day and 22 working days in a month.

Leave Travel Allowance, will be paid on a monthly basis as an allowance with tax deducted at source should you choose not to avail the tax benefit of fare reimbursement. In case you opt for the fare reimbursement facility to claim tax benefit, you will have to complete the LTA Fare Utilization Form available with the Accounts team indicating your likely journey dates. The taxability or otherwise of LTA will be as per the Indian Income Tax Act, details of which will form part of the LTA Fare Utilization Form. Leave Travel Concession would be tax exempt subject to certain conditions - Leave Travel twice in a block of four years; expenditure is restricted to self and immediate family; mode of travel will be limited to II AC Rail or Economy Air within India only

The balance, after computing the above "Heads" (Sl#1 to 7, 10 to 12), and deducted from the Cost-To-Company is allocated to Special Allowance, which is disbursed on a monthly basis and is a fully taxable component.

The Income Tax Act as prevailing at the time of employment will govern your personal Taxation and the Company will deduct Income Tax at source. You will be responsible to declare your potential Income and savings as per Company Practice to determine your personal Tax liability and declare actual Total Personal Income to the Income Tax Authorities at the time of filing your individual Income Tax Returns for the year.



CGI Information Systems and Management Consultants Pvt. Ltd.

Regd. Office: e.city, Tower 2, No.95/1 & 95/2,
Electronic City, Phase I (West)
Bangalore - 560 100, India
Tel +91-80-6642 2222 | Fax +91-80-6642 1200

cgi.com

CIN: U72200KA1990PTC019138

Personal and Confidential

August 12, 2017

**Ms. Vijayalakshmi V,
Kavetipuram,
Nagiri, Chittoor,
Andhra Pradesh-517590**

Dear Vijayalakshmi,

I am delighted to offer you a role at CGI where we strive to create an environment in which we enjoy working together and, as owners, contribute to building a company we can be proud of. We are very excited about the prospect of having you join us, and look forward to welcoming you.

As part of the leading top 5 independent information technology companies in the world, there are many opportunities for growth and development, both individually and as part of a large professional community. I hope you will choose to be part of our CGI Global Community, a team of extraordinary people building a company that reflects their aspirations and is supported by our shared vision and values.

We are offering you the position of **Associate Software Engineer** and your Gross Compensation is **INR 325,008/-**.

You are requested to report at our **Chennai** office on **August 21, 2016**. Your appointment will be effective on your joining date. If you do not confirm your acceptance, this offer will be withdrawn.

- To confirm your acceptance of this offer, you are required to communicate via email to your assigned Recruiter's CGI e-mail id and confirm your joining date. The above mentioned date of joining will be confirmed only on receipt of your acceptance to the above email-Id on or before **August 20, 2016**
- Your reporting time on the joining date is 8:30 a.m. Kindly note that it is important to be on time to complete the joining formalities
- On your joining date, please bring the originals and one set of photocopies of the documents mentioned in Annexure-A
- Please contact us at 044-6647 0050 (Monday to Friday between 9:30 a.m. to 5:30 p.m.) or via the above mentioned email-Id for any queries regarding your employment offer

The terms and conditions governing your employment are as under:

- Your employment with the Company is at all times subject to you having and maintaining a valid work permit from the Government of India (if applicable). A copy of the work permit needs to be furnished by you on the date of on boarding failing which you will not be permitted to join
- This appointment will be based on your agreement to serve the company for a period of two years effective your date of joining. On joining, you will have to sign the Employment Agreement with the company
- This offer is conditional upon your having a valid passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Being part of consulting organization, it is your responsibility to monitor the validity of your passport and renew it in advance. CGI will help you with relevant certificates required for the renewal. Should you be denied a passport, or if you are otherwise unable to produce a copy of your passport, CGI shall be entitled to terminate your employment. It is a condition of your employment that you have a valid passport at all times
- During your employment with CGI, you may get opportunities to work on multiple platforms/skills at the sole discretion of CGI. CGI encourages and appreciates flexibility to work on different technologies
- You will be eligible for a performance review or a salary revision as per company policy