

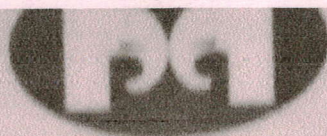
K. GNANASAI

ROTO

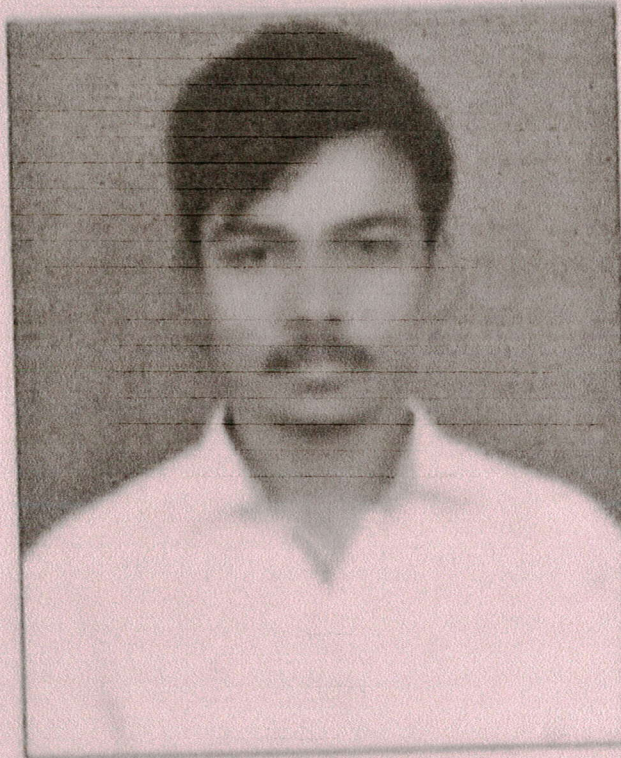
R. Murali
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanaiah Road
PUTTUR - 517 582, Chittoor (D.T.) A.P.

[Signature]
Authorized Signatory



The Muthoot Group



DHARANI DILLIBABU
JUNIOR RELATIONSHIP EXECUTIVE

ID No.: MF50759

Branch: TIRUPATI - SVIMS HOSPITAL
ROAD-4835

Region: TIRUPATHI-35

Authorised Signatory

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

Employee Sign.



HEMANTH SAI BALASADA

Trans Specialist, ROC DM, Line Haul Field - VAR (1186)

☒ hbalasad@amazon.com ☐ Contact card

Display Op

LOCATION: HYD16-Corp Office (Hyderabad) (UTC

+05:30)

HYD16.04.000.00

LOGIN: hbalasad

EMPLOYEE ID: 108827831

LATEST HIRE DATE: March 8, 2021

TOTAL TENURE: 8 months, 18 days

CURRENT TENURE: 5 months, 5 days

LEVEL: 3

BAR RAISER: No

LINKS

HEMANTH SAI's Wiki

contributions

HEMANTH SAI's Crier profile

HEMANTH SAI's Contacts

SHARE YOUR PASSION:

What are your favorite things to do outside of work?

Submit Answer

R. S. Balasada
R. S. BALASADA
Trans Specialist, ROC DM, Line Haul Field - VAR (1186)

Trans Specialist, ROC DM, Line Haul Field - VAR (1186)
hbalasad@amazon.com



Dear Bhavani,

Date 06/11/2019

Offer Letter.

We are pleased to inform you that your CV had been shortlisted for the position of 'Trainee Interior Designer'. The provisional offer of appointment also includes the role of interacting with vendors and clients.

You are requested to report to office on 7th November, 2019. Initial 6 months would be the probationary period during which you will be paid Rs. 15,0000/- all inclusive. The confirmation of your role as a permanent will be made based on your overall performance during this 6 months.

Kindly confirm your acceptance by return mail in response.

We wish the best.

Thanking you.

For Live-in Space.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

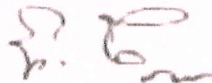
RIISING STARS MOBILE INDIA PRIVATE LIMITED

If the above terms and conditions of the Training are acceptable to you. Please sign in the space provided herein below in token of your acceptance of the terms and conditions set out herein and return a copy of this Letter and join us for the training. Company reserves its right to withdraw this offer at any time before you join the duty. If you fail to join the duty as mentioned by you in the below mentioned acceptance column, this offer shall stand automatically stand withdrawn. While coming to join the duty you please bring the originals (with a copy) of all certificates, relieving letters, Aadhar card, PAN card (if available), and two passport size photo and other relevant documents

Thanking You

Yours faithfully,

For Rising Stars Mobile India Private Ltd.,



Authorised Signatory

ACCEPTANCE

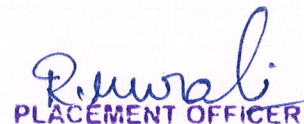
I KUNTLURU SIVA KUMARI have read and understood the contents of this letter of offer for training and accept unconditionally the terms and conditions stipulated in this letter. I shall report for undergoing Training On 10-DEC-2020

Place : SRICITY TADA

Date : 10-DEC-2020

Signature

(KUNTLURU SIVA KUMARI)



PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 563, Chittoor (Dt.), (A.P.)

Regd. Office : No 380, Belerica Road, Sri City, Siddam Agraharam Village, Varadiahpalem Mandal, Chittoor District, Andhra Pradesh - 517 646, India (CIN No : U31401AP2015PTC096605)

Factory Address : Plot No M-2B, SIPCOT Industrial Park, Phase II, Hi-Tech SEZ, DTA Area, Chennai - Bangalore National Highway (NH-4), Sunguvarchatruam - 602 106, Sriperumbudur Taluk, Kancheepuram Dist., Tamil Nadu, India.

RISING STARS MOBILE INDIA PRIVATE LIMITED

Date: 10-DEC-2020

Annexure-1

Name : Ms KUNTLURU SIVA KUMARI

Designation : FIXED TERM TRAINEE

Cost To the Company

Particulars	%	Monthly
STIPEND		13000
Employer Contribution		
Provident Fund	13%	1690
ESI	3.25%	423
Sub Total		2113
Grand Total		15113

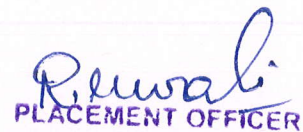
1. EPF deduction will be made as per prevailing EPF Act.
2. ESIC deduction will be made as per prevailing ESIC Act.
3. Income Tax deduction will be made as per prevailing Income Tax Act

Yours Faithfully,

For Rising Stars Mobile India Private Ltd.,



Authorised Signatory



PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam, Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

Regd. Office : No 380, Belerica Road, Sri City, Siddam Agraharam Village, Varadachapalem Mandal, Chittoor District, Andhra Pradesh - 517 646, India (CIN No.: U31401AP2015PTC096605)

Factory Address : Plot No M-2B, SIPCOT Industrial Park, Phase II, Hi-Tech SEZ, DTA Area, Chennai - Bangalore National Highway (NH-4), Sunguvachaturam - 602 106, Sriperumbudur Taluk, Kancheepuram Dist., Tamil Nadu, India

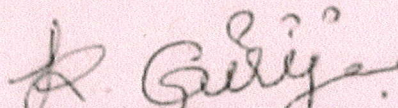


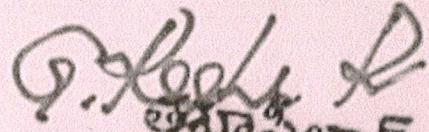
GOVT. OF ANDHRA PRADESH
REVENUE DEPARTMENT
SPSR NELLORE Dt.

IDENTITY CARD



Name : KUPPAMPATI GIRIJA
Designation : Village Surveyor
Employee ID : 0859464
Office : Thallampadu Secretariat,
Doravarisatram(Md),
SPSR Nellore(Dt).


Signature of the Employee


Authorised Signature

ఈ పాట్లో పేరాములు నెల్లూరు జిల్లా,

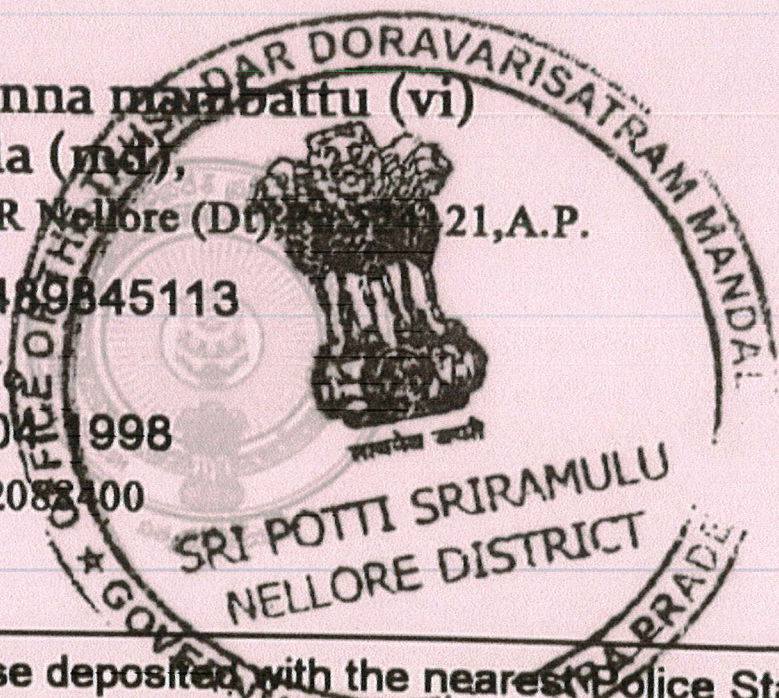
Address : Chinna mandabattu (vi)
Tada (md),
SPSR Nellore (Dt), 21, A.P.

Adhar No: 700489845113

Blood Group : O+V

D.O.B : 21-04-1998

Cell : 9542088400



If found may please deposited with the nearest Police Station
or May dropped in the nearest post box


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

Sub:- DSC - 2020 - Establishment - S & LRS Department - Appointment to the post of Village Surveyor in Village Secretariat - Counseling conducted - Posting Orders - Issued.

- Ref:-1) G.O.Ms.No.110, PR & RD Dept. (MDL-I) dt.19.07.2019.
 2) G.O.Ms.No:102 Rev (SS-2) Dept, Dt: 05.02.2001.
 3) G.O.Ms.No:418 Rev (Services-III) Dept, Dt: 27.09.2019
 4) Progs.No.Rc.A2/624/2020 dt. 28.12.2020 of the DSC Chairman, Collector and District Magistrate, Nellore
 5) Option Submitted by the individual dt.02.01.2021.

-OO-

In Pursuance of the reference 4th cited, SMT/KUM KUPPAMPATI GIRIJA D/O KUPPAMPATI MUNESWARAIAH With Rank No. 504 is selected & appointed provisionally as Village Surveyor Grade - III by the Chairman of District Selection Committee - 2020, Nellore.

Consequent of appointment she is hereby posted as Village Surveyor in THALLAMPADU Village, DORAVARISATRAM Mandal as per the option of the individual vide reference 5th cited. She is temporarily appointed as Village Surveyor Grade - III in the A.P. Village Secretariat, with consolidated pay of Rs. 15,000/- per month and she should follow the conditions issued in appointment orders 1 to 13 paras, under the Administrative control of the Assistant Director, District Survey and Land Records, SPS Nellore.

The above individual is directed to report before the Panchayath Secretary, THALLAMPADU Village, DORAVARISATRAM Mandal. The service rules, terms and conditions issued by the Government from time to time are applicable to the post of Village Surveyor Grade - III.

The Panchayath Secretary THALLAMPADU Village, DORAVARISATRAM Mandal is requested to admit the individual at the place of posting and intimate the date of joining of the individual immediately to this office and she should direct to extract the work as per the job chart prescribed for the post by the Government.

The Panchayath Secretary THALLAMPADU Village, DORAVARISATRAM Mandal is requested to relieve the Village Surveyor on 08.01.2021 and directed to report before the Assistant Director, District Survey & Land Records, Nellore and to undergo training (1) one month chain Survey Training at V.R Law College Nellore from 09.01.2021 to 08.02.2021.

[Signature]
 ASSISTANT DIRECTOR
 04/01/2021

To

SMT/KUM SMT/KUM KUPPAMPATI GIRIJA D/O KUPPAMPATI MUNESWARAIAH Village Surveyor Grade - III

Copy to the Pachayath Secretary THALLAMPADU Village, DORAVARISATRAM Mandal for necessary action.

Copy to the MPDO Doravarisatram for necessary action.

Copy to the Mandal Surveyor, Doravarisatram for necessary action.

Copy to the Deputy Inspector of Survey, Naidupet for necessary action.

Copy to the Tahsildar, Doravarisatram for necessary action.

Copy to the Revenue Divisional Officer, Naidupet SPS Nellore for information.

Copy to the Chief Executive Officer, ZPP, SPS Nellore for information.

Copy Submitted to the Joint Collector, (RB&R), SPS Nellore District for favour of information

Copy Submitted to the Joint Collector, (V, WS, D) SPS Nellore District for favour of information

Copy to the STO Concerned for necessary action.

[Signature]
 PLACEMENT OFFICER

GOVERNMENT OF ANDHRA PRADESH
OFFICE OF THE DISTRICT COLLECTOR & MAGISTRATE, CHITTOOR DISTRICT
PROCEEDINGS OF THE CHAIRMAN, DISTRICT SELECTION COMMITTEE & DISTRICT COLLECTOR

DSC - 2019

Present : Sri / Smt Dr Narayana Bharath Gupta, IAS

Rc.No.A2/533/VS/DSC/Survey/2019/DSC-2019

Dated: _____/2019

-:O:-

ORDERS :

Sub : Recruitment of Posts to Village Secretariats - DSC-2019 - Provisional offer of Appointment in the **A.P. SURVEY & LAND RECORDS SUBORDINATE SERVICE** - Appointment Orders - Selection to the post of **Village Surveyor (Grade-III)** - Orders issued.

- Read :**
1. G.O, Ms.No.110, PR & RD Dept (MDL-1), dated:19-07-2019.
 2. Recruitment **NOTIFICATION NO.01/2019, DT: 26/07/2019** for the Post of **Village Surveyor (Grade-III)**
 3. Hon'ble High Court's Orders in W.P Nos.12977/2019,13885/2019, 13898/19, 14015/19, 13990/19, and 14000/2019.
 4. Hon'ble High Court's Orders in Writ Appeal No. 282/2019 and Writ Appeal 310/2019.
 5. Member Convener DSC - 2019, Letter No : **Rc.No.A2/533/VS/DSC/Survey/2019/DSC-2019**

-:O:-

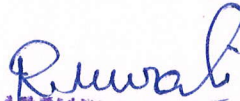
Consequent upon your selection by the District Selection Committee and approval of the Competent Authority viz., Collector and Chairman, District Selection Committee in the reference 5th cited Sri/Smt/Kumari **BETHU SRINIVASULU S/o,D/O,W/o BETHU NAGARAJU** (HT No:191005013133) is hereby provisionally appointed as **Village Surveyor (Grade-III)** and directed to report at **Assistant Director of Survey & Land Records, 2nd Floor, Collectorate, CHITTOOR 517002** on **1.10.2019** at **10.00 A.M** upon accepting the following Terms and Conditions:-

1. You are hereby offered provisional appointment to **Village Surveyor (Grade-III)** in the **DEPARTMENT OF REVENUE (SURVEY & LAND RECORDS)**


PLACEMENT OFFICER

Page 1/4
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
CHITTOOR - 517 583, Chittoor (Dt.), (A.P.)

1. You will be on probation for a period of two years from the date of joining the post and during the period of probation you will be paid consolidated pay of Rs. 15,000 per month. Further, after successful completion of probation you will be placed in the pay scale of **Rs.14,600-Rs.44,870 in RPS 2015** . The period of probation may, however, be extended at the discretion of the component authority. You will be required to discharge your duties while under probation to the satisfaction of superior officer. As regards other matters relating to probation, shall be governed by the conditions laid under A.P State and Subordinate Service Rules, and/Special Rules and instructions issued by the Government of Andhra Pradesh from time to time.
2. During the period of Probation, you will be required to undergo Induction Training and also to undertake such other training courses and pass 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 render you liable for discharge from service.
 - a) During the period of Probation, you will be liable to be discharged from service at any time without any notice, if-
 - b) On the basis of your performance or conduct, you are considered unsuitable for further retention in service, or
 - c) You are otherwise found ineligible or unsuitable to be retained in the service.
3. Your appointment to the Post of **Village Surveyor (Grade-III)** in **DEPARTMENT OF REVENUE (SURVEY& LAND RECORDS)** is provisional and subject to the verification of character, antecedents and Social category/Community/Tribe against which your selection has been made. If, at any stage, information provided by you is false or certificates furnished by you in respect of qualifications viz., local area, caste,PHC/Ex-Servicemen /Sports etc., are found to be non-genuine, bogus or if any false information is given by you in' the Antecedents Verification Form, your provisional appointment will be cancelled forthwith and criminal/legal action will be taken.
4. If you are already in service in Central Government/State Government/PSU/ Autonomous Body/Bank/ Corporation or in any other employment, you are required to submit formal Relieving Order by the respective Organization certifying that your conduct during the said employment does not render you unsuitable for the present offer of employment;


Page 2/4
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanaiah Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

1. Your Services shall be liable to termination at any time by one month notice in writing given either by you or the appointing authority, subject to other terms and condition prescribed under Government rules in vogue.
2. That you are eligible for monetary benefits from the date of joining only.
3. That this provisional appointment is subject to the Final orders issued by Hon'ble High Court in the reference cited as applicable to the post, and any orders issued from time to time.
4. You will be liable to refund to the Government the pay and allowances and any other remuneration received by you in addition to the amount spent by the Government on your training.
 - a) if you fail to serve the department for a period of 3 years after the completion of training for any reasons: or
 - b) if you discontinue the training or are discharged while under training for misconduct or any other reasons:
5. You are instructed 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.
6. The **Assistant Director, SURVEY AND LAND RECORDS, CHITTOOR** District is directed to post the selected candidate in the Village Secretariat and assign duties as per the job chart as per the instructions of the Government and report compliance.
7. Your employment conditions will be governed by A.P. State and Subordinate Service Rules and/or Special Rules, as applicable, and as amended from time to time in respect of the post.
8. You are hereby informed to report for duty within 30 days of receipt on failing which the offer of appointment may be treated as cancelled.

[Signature]
 Chairman DSC & District Collector,
 CHITTOOR District.

To,
BETHU SRINIVASULU,
 Mobile No : 8686266895

Asst. Director
 Dist. Survey & L.R.
 CHITTOOR

Copy To,
 Assistant Director, SURVEY AND LAND RECORDS, CHITTOOR District,
 The Director, Survey, Settlement, Land Records, AP, Vijayawada
 The Commissioner, PR & RD for Information.

[Signature]
 PLACEMENT OFFICER

Page 3/4

Ref. : BHTPL/HR/OFR/YEAR 20-21/ 9184
Date : 13.11.2020

Mr.Melam Hemanth Kumar
7-67 Thatneri L M Kandriga,Vadamalapeta
Chittoor,Dist:Chittoor
ANDHRA PRADESH (NEW)-517551
Contact No.:7382776291

Offer to Join Bijapur Hungund Tollway Private Limited

Dear Mr.Melam Hemanth Kumar ,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you the position of **Assistant Maintenance Engineer** with the following broad Terms & Conditions:

1. You will join duty on or before **01.12.2020** and your place of work is **Bijapur Toll** at below given address:

Bijapur Hungund Tollway Private Limited
NH-50, CHAINAGE-227+700, VILLAGE-KASABA
VIJAYAPUR, BIJAPUR - 586101
Contact Person: Niket Soni/9099994761,niket.soni@sadbhav.co.in

2. You will be paid salary (CTC) as per mutual discussion and as agreed upon.
3. Upon your joining the company will issue a detailed Appointment letter indicating all terms and conditions of the employment and a detailed compensation structure of the above offer.
4. This offer is valid up to offered Date of Joining as per Clause no. 1.
5. You are requested to submit copies of the below mentioned documents at the time of your joining:
 - a) All original educational certificates along with one Xerox thereof.
 - b) Aadhaar Card / Driving License / Voter ID.
 - c) PAN CARD / Passport Copy and 4 Passport Size Colour Photographs.
 - d) Residence Proof: Electric Bill / Telephone Bill / Ration Card.
 - e) Relieving letter & Salary Certificate from the previous employer.
 - f) **Medical Fitness Certificate** (MBBS & Above) and Blood Group report .
 - g) Police Verification Certificate

Note:-The above documents/testimonials should be handed over at the time of joining, failing which you will not be allowed to join the organization.

As a new entrant, we would like you to whole-heartedly internalize and uphold the sprit of BHTPL:

Stability, Integrity and Quality in Every Project....

Yours Truly,
For Bijapur Hungund Tollway Private Limited

Authorized Signatory


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P)

Endorsement of Acceptance.

I unconditionally accept the above offer letter from the company and shall report for duty as mentioned above.

Date :
Name:

Signature

Annexure "A"			
CTC Structure			
Name	Melam Hemant kumar		
Designation	Assistant Maintenance Engineer		
Site / Location	BHTPL		
		15418	28944
Salary Head	Monthly		Yearly
A - Monthly Benefits			
Basic	17745		212940
HRA	7098		85176
Compensatory Allowance	4101		49212
Gross A	28944		347328
Provident Fund (Employees share)	1800		21600
Income Tax/Prof. Tax/ESI	As per Rule		As per Rule
Take Home Package	27144		325728
B - Annual Benefits			
Leave Pay(21 Days)*	1737		20844
Gross B	1737		20844
C - Retirals Company's Contribution to			
Provident Fund	1800		21600
Gratuity(As per Gratuity Act)	854		10248
Gross C	2654		31848
Computed CTC (A+B+C)	33335		400020

9. 16/11/20

R. Murali
PLACEMENT OFFICER
 Siddhartha Institute of Engineering & Technology
 Siddhartha Nagar Narayanavanam Road
 PUTTUR - 517 583, Chittoor (D.) (A.P.)



Kloudone/TCF/20-20

November 10th, 2020

Dear **Mahesh Kumar Reddy,**

We are delighted to extend you and offer to join us as Associate Salesforce developer with a target start date of November 11th, 2020. The financial details of the offer are as follows:

- CTC – 3 L PA. [this will be subject to PF deduction and other statutory deductions, tax, etc. that are mandated by the Government]
- Wifi / Work from Home allowance of 1,000 Rs PM. We would expect you to choose a highly reliable service so that you can participate effectively in the current WFH (Work from Home) model we operate in. In addition, you will be eligible to benefits offered by the company like Medical

Our decision to make you an offer was based on (1) your excellent performance as a trainee (2) feedback from your coaches, and (3) your work ethic and professionalism.

We take great pride in our employees and we look forward to joining our team of highly capable and committed team members. We sincerely hope you consider accepting our offer. If you have any questions or need clarification, you may reach out to us. We would like to wish you a very successful professional career.

We would like to wish you, your family and friend's health and wellness.

Thanks and Regards,

Dr. Lakshmi Priya
HR Manager
Human Resource Management Team
lakshmi.priya@kloudone.com
www.kloudone.com

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583 Guntur District, A.P.

India: 25 and 15 3rd F Sreshta Kamala, Rukmani Rd, Kalakshetra, Beasant Nagar, Chennai - 600090
US Address: 1730 Brandywood way, El Dorado Hills, CA 95762, USA



14 May, 2020

NIKHIL KUMAR CHILLAKURU

Dear NIKHIL KUMAR,

We are pleased to extend to you an offer of employment with DXC Technology ("DXC" or "The Company"). This offer letter is in confirmation of the terms and conditions set forth for the position you are being considered for.

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

Along with this letter of employment we are also forwarding to you other relevant information for your perusal.

At DXC Technology, we are greatly excited about the challenging and rewarding work environment. You will be an important part of the leading global information technology company and part of a culture that is driven to improve and outperform.

To accept the offer of employment, please E-sign by providing your full name and unique identifier.

We welcome you to join us in this exciting journey.

Thanking You,
Yours Sincerely,

Lokendra Sethi

Lokendra Sethi (May 15, 2020)

Lokendra Sethi
Vice President - Human Resources

Ruwal
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583 Chittoor (Dt.) (A.P.)



14 May, 2020

NIKHIL KUMAR CHILLAKURU

Dr. No:15-615/2 Panagal road ,B. P. Agraharam Srikalahasti Mandal

SRIKALAHASTI, 517644
India

Dear NIKHIL KUMAR,

Welcome to DXC Technology! We are glad to have you with us and look forward to a long and mutually rewarding association.

We have pleasure in appointing you as Associate Professional Software Engineer at EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] of DXC Technology ("DXC" or "The Company"). Your date of appointment is effective from your date of joining, which shall be on or before 21 May, 2020.

Your appointment with EIT Services India P. Ltd [Formerly Hewlett Packard Global Soft India P.Ltd] is on the following terms and conditions.

You are expected to report at DGS-Campus Phase-1, HP Avenue, 39/40, Hosur Road, Konappana Agrahara, Electronics City, Bengaluru, 560100, at 9:00 AM to complete your joining formalities.

1 PAY and BENEFITS

Your Fixed Gross salary will be INR 342,857.00 per annum and Total Gross Salary inclusive of incentive compensation (at an indicative payment of 100%) will be INR 360,000.00*.

*Subject to deduction of the statutory liabilities, if any.

1.1 Basic Salary

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

1.2. Flexible Benefit Plan (FBP):

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

1.3. Provident Fund:

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

1.4. Gratuity:

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



1.5 Variable Pay Program

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

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

1.6 Insurance

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

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

1.7. Leave

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

1.8 Relocation Expenses

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

2 GENERAL TERMS and CONDITIONS OF EMPLOYMENT

2.1. Your job classification detail is as listed below:

Job Function: Technology Applications Group

Job Family: Software Engineering

Job Title (Internal): Associate Professional Software Engineer

Salary Grade: 51007431

2.2. Work Place

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

2.3 Probation

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



2.4 Transfer

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

2.5 Retirement

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

2.6 Notice for Separation/ Termination

- i. This offer of appointment is subject to reference and background checks to be conducted by the company or through designated third parties. If for any reason, the reference or background checks reveal any misrepresentation or any information detrimental to the interest of the company, the company shall be entitled to terminate your services with immediate effect, without notice.
- ii. Your services can be terminated by either party by giving to the other, a notice of two months in writing (hereinafter referred to as 'Notice Period'). The Company however, reserves its right to terminate your employment with immediate effect by giving you Salary for two months' in lieu of the Notice Period.
- iii. Your position with the company calls for mandatory compliance with the Notice Period, unless relaxed by the Company in writing. Your termination of employment without compliance with the Notice period shall be treated as a material breach of this contract and Company shall be entitled to insist on your mandatory performance of the Notice Period and /or claim damages equivalent to two month's Salary. Salary for the above purposes would constitute Basic Salary and 50% FBP only.

2.7 Conflict of Interest

Your position with the Company calls for your whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work in an advisory capacity or be interested directly or indirectly in any other trade or business, without written permission from the Company.

2.8 Standards of Business Conduct

In addition to the Terms & Conditions contained herein above, your employment will be governed by the "Standards of Business Conduct" of the company. In case of violation of any of the Standards of Business Conduct your employment may be terminated with immediate effect.

2.9 Information Security

All employees are expected to maintain the confidentiality and integrity of the information assets and comply with the Information Security Policies. Employees are expected to maintain confidentiality of information residing in mobile computing devices such as portable laptops, notebooks, palmtops, other transportable computers and storage media. Employees are responsible for maintaining information security outside the premises of organization and outside the normal working hours.

2.10 Non-Smoking Policy:

Smoking is prohibited in the office premises other than the specifically assigned zones, if any.

2.11 General Conditions

I. Your working hours, weekly offs, periods of work, public holidays, leave rules etc. will be governed by the rules and regulations applicable to the Business unit to which you will be attached. You would be operating from any location and in any shift, including night shift, as may be advised by the Company keeping in mind business needs and deliverables to its customers.



II. You will be governed by all the Company's rules and regulations that are in force now and also those, which may come into, force from time to time even if they are not individually notified to you in writing. The Company has sole and absolute right to change any of it's rules and regulations at any time to meet exigencies of business.

III. You are required to sign a "Confidentiality Agreement" with the Company on the day of joining.

IV. You will be covered by DXC Technology Employee's Intellectual Property Policy, the Company's Standards of Business Conduct and other policies, procedures and other rules as applicable from time to time.

V. The terms of the employment shall be governed by the laws of India.

VI. If you are absent from the designated office beyond a period of 3 working days without adequate authorization as per company policies, you shall be deemed to have abandoned employment on your own will.

Please sign and return the copy of this appointment letter as a token of your acceptance.

Thanking You,
Yours Sincerely,

Lokendra Sethi
Lokendra Sethi (May 15, 2020)

Lokendra Sethi
Vice President - Human Resources

I accept the above referred Pay and Benefits and the general terms and conditions of employment

C. Nikhil Kumar
C. Nikhil kumar (May 15, 2020)

NIKHIL KUMAR CHILLAKURU

May 15, 2020

Candidate Physical Signature (to be completed first day of work):

I accept the above referred Pay and Benefits and the general terms and conditions of employment



First Name Middle Name Last Name

Date

Place

Annexure II

Flexible Benefits Plan (FBP)

Job Family: Software Engineering

Title: Associate Professional Software Engineer

1 a. House Rent Allowance

Maximum Limit: 50% Of Annual Basic

Supporting Documents: Declaration & at least one receipt per quarter, as proof of rent, from landlord

1 b. Actual Rent paid towards Company Leased premises

Maximum Limit: 100% of Annual Basic

Supporting Documents: Lease Agreement

2. LTA once a year (LTA will be exempt if availed by the employee twice in a block of four calendar years. The calendar years currently applicable are 2018 to 2021.)

Maximum Limit: 20% of Annual Basic subject to a maximum of Rs. 200,000

Supporting Documents: Original Tickets /Boarding Pass and/or Cash Memos & Appropriate Leave

3. Children education allowance for maximum of 2 dependent children : (Per child per month Rs.100)

Maximum Limit: Rs. 2,400 per annum

Supporting Documentation: Declaration and submission of receipts

4. Children's Hostel Allowance for maximum of 2 dependent children (in case children are in a hostel): (Per child per month Rs.300)

Maximum Limit: Rs. 7,200 per annum

Supporting Documentation: Declaration and submission of receipts

5a. Company Car Program

Lease rental as per vehicle of choice

5b. 40% of Transport Allowance or Rs. 3,60,000 per annum whichever is lesser

5c. Chauffeur Allowance is a sub limit of 40% of Transport Allowance or Rs. 3.6 lacs whichever is less with a maximum allowance of Rs.1,44,000 per annum

5d. Fuel and Maintenance Allowance: Balance of Total Entitlement less Chauffeur Allowance

6. Food Coupon Vouchers (Such vouchers are to be used for food expenses incurred at hotels/ restaurants during the course of the workday)

Maximum Limit: Rs.26,400

Supporting Documentation: As per program guidelines



7. Bonus/Exgratia – For those earning basic salary up to Rs. 21, 000/–pm, advance Bonus is paid towards payment of bonus, payable under the Payment of Bonus Act, 1965.

8. Transport Allowance through Payroll – Balance of the above items paid with the Salary after appropriate tax deductions at the end of the year
Maximum Limit: 100% of FBP Declaration

9. Telephone Reimbursement: Telephone and/or Broadband expenses up to INR 1,500 per month
Maximum Limit: INR 18,000 per annum
Supporting Documentation: Declaration and submission of receipts

* Employees are liable to provide proof in the event of an evaluation by Income tax authorities

* Employees can purchase a vehicle with max ex–showroom price + Accessories of INR 9,00,000. The tenure of the lease is 3 years. Please refer to the policy for more details.

Guidelines governing Flexible Benefits Plan (FBP)

1. Employees will be eligible to select a package of benefits for one year from the menu of benefits annexed to this scheme. The selection of benefits must be done and communicated to the Payroll group. All new employees are expected to do the same within two weeks of joining the company.

2. The year for the purpose of this plan will be 1st April to 31st March.

3. The menu of benefits finalized cannot be changed by the employee during the period of that financial year. Exception to this will be made under following circumstances.

- a) Transfer of the employee from one city to another.
- b) Change of grade/level.
- c) Change of residential accommodation.
- d) Unusually high expenses incurred by the employee for hospitalization of either self, spouse or dependent children and parents

4. While selection of the menu of benefits and spending the same, the employee must ensure that he/ she should not draw more than:

- a) 25% of the annual kitty in Q1
- b) 25% of the annual kitty in Q2 & balance of Q1, if any
- c) 25% of the annual kitty in Q3 & balance of Q1, Q2, if any
- d) 25% of the annual kitty in Q4 & balance of Q1, Q2, Q3, if any

For the purposes of the plan, the quarters will be as follows:

- a) Q1 – April, May, June
- b) Q2 – July, August, September
- c) Q3 – October, November, December
- d) Q4 – January, February, March

Any unutilized amount in the kitty as on 31st March will be paid along with the April salary and tax recovered appropriately.

5. In the event of separation of an employee from the services of the company, only pro–rata amount of the kitty will be allowed to be utilized by the employee for the period of actual employment during that



year.

6. The company will recover tax from the salary every month as per the tax laws in force in respect of benefits selected by the employee.

7. The maximum value prescribed in the menu of benefits is the upper limit, beyond which the company will not permit reimbursements except in the case of 3(d) referred above. The employee, however, has a choice to opt for lesser value.

Mandatory Documents List

You are required to submit the following documents, prior to your Joining Date. These documents will be verified with originals and hence, please make sure to bring the originals with you.

Please note

1. Originals are required only for verification and will be returned back immediately
2. Please carry a printout of this letter when submitting the joining documents.
3. Please carry a copy of your 'Annualized Compensation & Benefits statement' along with the Terms and Conditions of your Offer Letter when submitting the joining documents.

1 Relieving letter from previous employer

Original Required for Verification: Yes

No. of Copies: Two

2 Letters supporting Employment viz., Offer letter, Service Certificate

Original Required for Verification: Yes

No of Copies: Two

3 Salary details of previous Employment

Original Required for Verification: Yes

No. of Copies: Two

4 Education Certificates or Mark sheets with Provisional Certificates 10th to Highest Degree

Original Required for Verification: Yes

No of Copies: Two

5 Copy of PAN card/Application ID for PAN card applied

Original Required for Verification: No

No. of Copies: One

6 Age Proof Copy of Passport or Pan card or Driving license

Original Required for Verification: No

No. of Copies: One

7 Photo identity proof Copy of PAN Card or Passport or Driving license

Original Required for Verification: No

No of Copies: One



8 Address Proof to open bank account for salary credit Copy of Rental Agreement or Driving license or Voter's ID If you want to give Bangalore address for all communication in Citibank account form, please bring a copy of address proof that has your name

Original Required for Verification: Yes

No of Copies: One

9 Four passport size color photographs. Please note that 1 passport size photograph should specifically have a Navy Blue background. It is standard as per Company policy. No other types of photographs would be accepted.

Original Required for Verification: Yes

No of Copies: Four

10 NSR Registration Number

11 Note down your parents' dates of birth for nomination in PF, Gratuity

Agreement Regarding Confidential Information and Proprietary Developments India

NIKHIL KUMAR CHILLAKURU

1. Consideration and Relationship to Employment. As a condition of my employment with DXC or one of its subsidiaries, successors, assigns, or affiliates (referred to collectively as, "Company"), in return for Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties in such employment, I knowingly agree to restrictions provided for below that will apply during and after my employment by Company. I understand, however, that nothing relating to this Agreement will be interpreted as a contract or commitment whereby Company is deemed to promise continuing employment for a specified duration.

2. Confidential Information. This Agreement concerns trade secrets, confidential business and technical information, and know-how not generally known to the public (hereinafter "Confidential Information") which is acquired or produced by me in connection with my employment by Company. Confidential Information may include, without limitation, information on Company organizations, staffing, finance, structure, information of employee performance, compensation of others, research and development, manufacturing and marketing, files, keys, certificates, passwords and other computer information, as well as information that Company receives from others under an obligation of confidentiality. I agree to abide by the Company Confidential Information Policy and specifically agree that with regard to Company Confidential Information:

- (a) to use such information only in the performance of Company duties;
- (b) to hold such information in confidence and trust; and
- (c) to use all reasonable precautions to assure that such information is not disclosed to unauthorized persons or used in an unauthorized manner, both during and after my employment with Company. I further agree that any organizational information or staffing information learned by me in connection with my employment by Company is the Confidential Information of Company, and I agree that I will not share such information with any recruiters or any other employers, either during or subsequent to my employment with Company; further, I agree that I will not use or permit use of such as a means to recruit or solicit other Company employees away from Company (either for myself or for others).

3. Proprietary Developments. This Agreement also concerns inventions and discoveries (whether or not patentable), designs, works of authorship, mask works, improvements, data, processes, computer programs and software (hereinafter called "Proprietary Developments") that are conceived or made by me alone or with others while I am employed by Company and that relate to the research and



development or the business of Company, or that result from work performed by me for Company, or that are developed, in whole or in part, using Company's equipment, supplies, facilities or trade secrets information. Such Proprietary Developments are the sole property of Company, and I hereby assign and transfer all rights in such Proprietary Developments to Company. I also agree that any works of authorship created by me shall be deemed to be "works made for hire." I further agree for all Proprietary Developments:

- (a) to disclose them promptly to Company;
- (b) to sign any assignment document to formally perfect and confirm my assignment of title to Company;
- (c) to assign any right of recovery for past damages to Company; and
- (d) to execute any other documents deemed necessary by Company to obtain, record and perfect patent, copyright, mask works and/or trade secret protection in all countries, in Company's name and at Company's expense. I understand that Company may delegate these rights. I agree that, if requested, my disclosure, assignment, execution and cooperation duties will be provided to the entity designated by Company.

This Agreement does not apply to an invention for which no equipment, supplies, facility or trade secret information of the employer was used and which was developed entirely on the employee's own time, unless (a) the invention relates (i) to the business of the employer or (ii) to the employer's actual or demonstrably anticipated research or development, or (b) the invention results from any work performed by the employee for the employer.

4. Respect for Rights of Former Employers. I agree to honor any valid disclosure or use restrictions on information or intellectual property known to me and received from any former employers or any other parties prior to my employment by Company. I agree that without prior written consent of such former employers or other parties, I will not knowingly use any such information in connection with my Company work or work product, and I will not bring onto the premises of Company any such information in whatever tangible or readable form.

5. Work Product. The product of all work performed by me during and within the scope of my Company employment including, without limitation, any files, presentations, reports, documents, drawings, computer programs, devices and models, will be the sole property of Company. I understand that Company has the sole right to use, sell, license, publish or otherwise disseminate or transfer rights in such work product.

6. Company Property. I will not remove any Company property from Company premises without Company's permission. Upon the end of my employment with Company, I will return all Company property to Company unless Company's written permission to keep it is obtained.

7. Protective Covenants. I acknowledge that a simple agreement not to disclose or use Company's Confidential Information or Proprietary Developments after my employment by Company ends would be inadequate, standing alone, to protect Company's legitimate business interests because some activities by a former employee who had held a position like mine would, by their nature, compromise such Confidential Information and Proprietary Developments as well as the goodwill and customer relationships that Company will pay me to develop for Company during my employment by Company. I recognize that activities that violate Company's rights in this regard, whether or not intentional, are often undetectable by Company until it is too late to obtain any effective remedy, and that such activities will cause irreparable injury to Company. To prevent this kind of irreparable harm and to protect Company's trade secrets, I agree that during my employment and for a period of twelve months following the end of my employment with Company, I will abide by the following Protective Covenants:

- (a) **No Solicitation of Customers.** I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with or accepting any order from any customer of Company for



the benefit of a Competing Line of Business if I either had business-related contact with that customer or received Confidential Information about that customer in the last two years of my employment at Company;

(b) No Solicitation of Company Employees. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Employee for the purpose of persuading or helping the Company Employee to end or reduce his or her employment relationship with Company if I either worked with that Company Employee or received Confidential Information about that Company Employee in the last two years of my employment with Company; and

(c) No Solicitation of Company Suppliers. I will not (in person or through assistance to others) knowingly participate in soliciting or communicating with an Company Supplier for the purpose of persuading or helping the Company Supplier to end or modify to Company's detriment an existing business relationship with Company if I either worked with that Company Supplier or received Confidential Information about that Company Supplier in the last two years of my employment with Company. As used here, "Competing Line of Business" includes a business that involves a product or service offered or to be offered by anyone other than Company that would replace or compete with any product or service offered or to be offered by Company or its related corporations (unless Company and its related corporations are no longer engaged in or planning to engage in that line of business). "Company Employee" means an individual employed by or retained as a consultant to Company or its related corporations. "Company Supplier" means an individual, corporation, other business entity or separately operated business unit of an entity that regularly provides goods or services to Company or its related corporations, including without limitation any OEM, ODM or subcontractor.

8. Enforcement. I make these agreements to avoid any future dispute between myself and Company regarding specific restrictions on my post-employment conduct that will be reasonable, necessary and enforceable to protect Company's Confidential Information and Proprietary Developments and other legitimate business interests. The Protective Covenants are ancillary to the other terms of this Agreement and my employment relationship with Company. This Agreement benefits both me and Company because, among other things, it provides finality and predictability for both me and the company regarding enforceable boundaries on my future conduct. Accordingly, I agree that this Agreement and the restrictions in it should be enforced under common law rules favoring the enforcement of such agreements. For these reasons, I agree that I will not pursue any legal action to set aside or avoid application of the Protective Covenants. This Agreement will survive the end of my employment with Company and shall, likewise, continue to apply and be valid notwithstanding any change in my duties, responsibilities, position, or title.

9. Relief; Extension. I understand that if I violate this Agreement (particularly the Protective Covenants), Company will be entitled to (i) injunctive relief by temporary restraining order, temporary injunction, and/or permanent injunction, (ii) recovery of attorneys' fees and costs incurred by Company in obtaining such relief where allowed by law, and (iii) any other legal and equitable relief to which Company may be entitled. Injunctive relief will not exclude other remedies that might apply. If I am found to have violated any restrictions in the Protective Covenants, then the time period for such restrictions will be extended by one day for each day that I am found to have violated them, up to a maximum extension equal to the time period originally prescribed for the restrictions.

10. Severability; Authority for Revision; Assignment; Governing Law. The provisions of this Agreement will be separately construed. If any provision contained in this Agreement is determined to be void, illegal or unenforceable, in whole or in part, then the other provisions contained herein will remain in full force and effect as if the provision so determined had not been contained herein. If the restrictions provided in this Agreement are deemed unenforceable as written, the parties expressly authorize the court to revise, delete, or add to such restrictions to the extent necessary to enforce the intent of the parties and to provide Company's goodwill, Confidential Information, Proprietary Developments and other business interests with effective protection. In the event the restrictions provided in this Agreement are deemed unenforceable and cannot be reformed to make them enforceable, then any prior agreements



that I have made with Company relating to confidential information or proprietary developments shall not be deemed to have been superseded or otherwise affected by this Agreement, but instead shall remain in effect. The title and paragraph headings in this Agreement are provided for convenience of reference only, and shall not be considered in determining its meaning, intent or applicability. This Agreement will inure to the benefit of the parties' heirs, successors and assigns. This Agreement, including but not limited to the Protective Covenants, may be assigned by Company to a subsequent employer, successor or assign without the need for further authorization or agreement from me. This Agreement will be governed by the laws of the country and/or state identified as my work location in which I work at the time of its enforcement.

11. Acceptance by Company. A counterpart of this Agreement has been manually executed by a duly authorized representative to indicate Company's acceptance of the terms hereof and Company's covenant to perform its obligations hereunder (including, without limitation, Company's agreement that I will be provided certain confidential and proprietary information, training, and/or customer contacts to assist me in my duties). Such acceptance on behalf of Company is conditioned upon my reciprocal agreement to such terms. I acknowledge the sufficiency of Company's acceptance of the terms hereof to establish the mutual rights and responsibilities defined herein.

12. Acceptance by Employee. By placing my signature below, I confirm that I have read and fully understood the terms of this Agreement, and have been at liberty to seek legal advice on the same prior to my acceptance of such terms.

FOR Company

Lokendra Sethi
Lokendra Sethi (May 15, 2020)

Lokendra Sethi
Vice President - Human Resources

FOR Employee

Name : NIKHIL KUMAR CHILLAKURU

C. Nikhil Kumar
C. Nikhil Kumar (May 15, 2020)

Date : May 15, 2020


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (Dt.) (A.P.)



OFFER LETTER

1st Feb 2019

Yaswanth G
D NO 2-168/4
M R Palli
Tirupati
Chittoor Dist A.P-517502

Dear Mr. Yaswanth G

Congratulations! We are pleased to confirm that you have been selected to work for DVG TECH SOLUTIONS PVT LTD. We are delighted to make you the following job offer.

The position we are offering you is that of US IT RECRUITER at a monthly salary of ₹10,000 (Ten Thousand Only) with an annual cost to company ₹1,20,000 p.a.. This position reports to Recruitment Manager, Jaya Chandra Reddy. Your working hours will be from 7:30 PM to 4:30 AM, Monday to Friday.

Benefits for the position include:

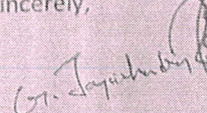
- Benefit A (Casual Leave of 12 days per annum)
- Benefit B (Employee Health Insurance for ₹2,00,000)

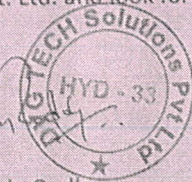
We would like you to start work on 11th Feb 2019 at 7:30PM IST. Please report to Sharat Chandra, for documentation and orientation. If this date is not acceptable, please contact me immediately.

Please sign the enclosed copy of this letter and return it to me by 15th Feb 2019 to indicate your acceptance of this offer.

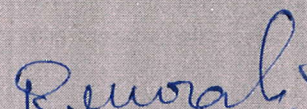
We are confident you will be able to make a significant contribution to the success of DVG Tech Solutions Pvt. Ltd. and look forward to working with you.

Sincerely,


Jaya Chandra Reddy Gudla
HR - Manager
DVG Tech Solutions Pvt. Ltd.



ARK Chamber, Plot No.124, III Floor, Kavuri Hills Phase-1, Madhapur, Hyderabad - 500033 | Phone: +91 04 40174840
Email: hr@dvgtts.com | Web: www.dvgtts.com


Renuka
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road.
PUTTUR 517 583 Chittoor (Dl.) (A.P.)



TERMS AND CONDITIONS OF CONTRACT

- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)



Validity: This offer will not be valid and will be withdrawn under the following circumstances:

- Not reporting to work on the accepted date
- Not agreeing to execute the Contract Proprietary Information, Inventions and Non-competition Agreement on the day of joining.
- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Signature G. Vaswanth

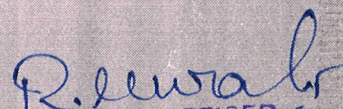
Name: G. Vaswanth

Date: 11-02-2019



Planned start date: 15.02.2019

ARK Chamber, Plot No.124, III Floor, Kavuri Hills Phase-1, Madhapur, Hyderabad - 500033 | Phone: +91 04 40174840
Email: hr@dvgt.com | Web: www.dvgt.com


PLACEMENT OFFICER -
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Maravanayana Road
PUTTUR - 517 585, Chittoor, Andhra Pradesh



Offer: Computer Consultancy

Ref: TCSL/DT20184342187/Hyderabad

Date: 05/02/2020

Mr. Sai Anil Kumar Mavillapalli
0-1 Pigilam Village, Balayapalli Mandal,
Pigilam Village,
Nellore-524404,
Andhra Pradesh.
Tel# -

Dear Sai Anil Kumar Mavillapalli,

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.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential

TCSL/DT20184342187

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 080

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam Road,
Hyderabad - 500 080

Ph: 080 1501 5833 Chittoor (Dt.) A.P.



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 ₹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.

**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Sai Anil Kumar Mavillapalli
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 TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

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

Component Category	Monthly	Annual
House Rent Allowance	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

TCS Confidential
TCSL/DT20184342187

Renuka
PLACEMENT OFFICER
Siddharth Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.), A.P.

TATA CONSULTANCY SERVICES

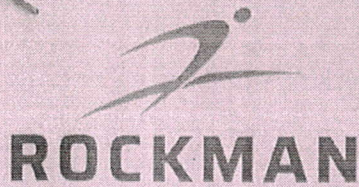
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



Dated: 16.10.2019

RIT/HR/DET/OCT/0028/2019

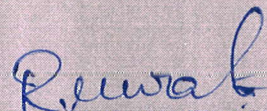
Mr. S Dileep,
3-67, MSVM Puram,
Nindra, Elakatur, Chittoor,
Andhra Pradesh - 517591.

Sub. APPOINTMENT AS DIPLOMA ENGINEER TRAINEE

Mr. S Dileep,

With reference to your application and subsequent interview you had with us, we are pleased to offer you an appointment in our organization at our ROCKMAN Tirupati Plant as Diploma Engineer Trainee w.e.f 16.10.2019 on the following terms and conditions:-

1. You will be on training for a period of one year from the date you join us. You will be absorbed in the service only if your performance is found satisfactory during the period of training. The period of training however may be extended depending on your performance, attendance and bearing at the sole discretion of the management till such time you get letter of absorption, you will be deemed to be on training.
2. During the training period you will be paid stipend monthly of Rs. 17,000/-
3. No other allowances, perquisites and benefits will be paid to you during the training period.
4. During the training period your services may be terminated by giving 15 days notice in writing or 15 days Gross salary in lieu thereof from either side.
5. Your training are liable to be transferred from one office / unit to another office / unit whether existing or to be set up in future or whether situated in the same premises, locality, city or outside. The terms and conditions applicable to your category of Trainees in the new office / unit shall also apply to you. In the event of not joining your training at the place to which you are transferred within 8 days of the receipt of your transfer orders, you shall be deemed to have relinquished your training at your own accord.
6. You will carry out all instructions of your Superiors with regard to your work and carry out diligently and earnestly all duties or work that may be assigned to you from time to time.
7. You will conform to the Company's expected standards of discipline regarding which specific rules / orders may be laid down from time to time, or as understood by convention as Company's norms. You will in all respects be governed by the Certified Standing Order / Service Rules of the company and all other instructions / orders as applicable to your rank / category of trainees from time to time.
8. You will devote your whole time during office hours in the work of the company and will not directly or indirectly undertake any other business or work honorary or remunerative without prior permission of the Director or any other authorized person whether individually or in combination with other, during the course of your training with us.

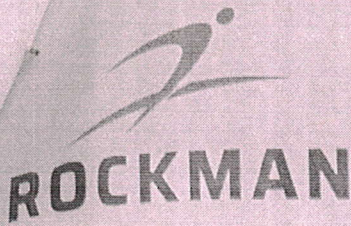

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam, Road
PUTTUR - 517 592, Chittoor, (D.T.) A.P.

ROCKMAN INDUSTRIES LTD.
Regd. Office: A-7, Focal Point, Ludhiana - 141 010 (Punjab), India
CIN No. : U29230PB2008PTC046303

Works : APIIC Industrial Park, Pagali (Village), Yerpedu (Mandal),
Tirupati, Chittoor (Dist.), Andhra Pradesh - 517 519, India
W: www.rockman.in

Page 1 of 2



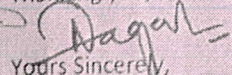
9. You shall keep all information about the company strictly confidential and shall not at any time, except with the prior direction from the management divulge or disclose either directly or indirectly to any person, firm or body corporate, any knowledge or information which you may acquire during the course of training concerning the affairs of the company.
10. In the event you are sent for specialized training purpose, you will have to execute a bond with the company to serve for a certain period as may be decided by the company.
11. You shall keep the management informed of any change in your postal address otherwise the last address communicated by you to the company or available in the Company's record will be deemed as your postal address for the purpose of all communication from the Company.
12. In case any declaration given by you at the time of your appointment is found to be wrong or you are found to have willfully suppressed the material information, the appointment itself will be deemed to be void and your training will be liable to termination without Notice or compensation in lieu thereof.
13. During the training period you will not absent yourself from your work without any information, failing which your name will be struck off from the rolls of the company.
14. Unauthorized absence without prior sanction of leave whether or not overstaying sanctioned leave period for a period of eight days or more will result in automatic striking off your name from the rolls of the Company without any reference to you, amounting to loss of lien of employment and expiry as well as termination of the contract of the training.
15. This appointment is subject to your production of a medical certificate of fitness by the registered Competent Medical Practitioner. You shall further be liable for a medical checkup by the company's Medical Officer or by any other Doctor of the Company's choice at any time during the continuance of your training with the Company. Your training will be liable to be terminated in case you are not found medically fit to serve the Company.

This letter of appointment has been issued to you on the understanding that there is nothing in your past records which is objectionable. If any declaration given by you to the company proves to be false or you have willfully suppressed any information, your training may be terminated without any notice or compensation in lieu thereof.

In case the above terms and conditions are acceptable to you, kindly sign the duplicate copy of the offer of the appointment and return it to us as a token of your acceptance of our offer.

We look forward to a mutually satisfying long term association.

Thanking you,


Yours Sincerely,
For Rockman Industries Ltd.

A.V Nagesh Kumar
AVP-Operations

I hereby accept the above terms and conditions of my employment with the company.

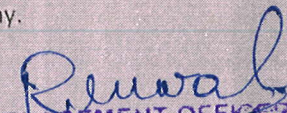
Signature:

Name:

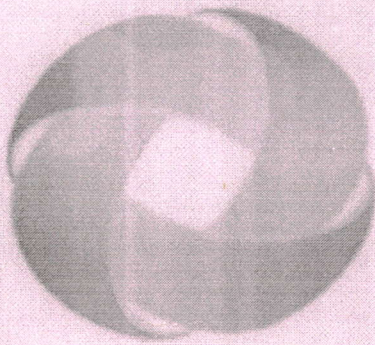
ROCKMAN INDUSTRIES LTD.

Regd. Office: A-7, Focal Point, Ludhiana - 141 010 (Punjab), India
CIN No. U29230PB2008PTC046303

Works: APHC Industrial Park, Pagali (Village), Yerpada (Mandal),
Tirupati, Chittoor (Dist.), Andhra Pradesh - 517 619, India
W: www.rockman.in


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road,
Pulitapur - 517 552, Chittoor (Dist.), Andhra Pradesh
Page 2 of 2



SYNERGY

Remedies Pvt Ltd.



R. HARSHA VARDHAN REDDY

Emp. Code : SR50000106

R. mural
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583, Chittoor (D.C.) A.P.



R. Suvarah
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road,
CHITTOOR - 517 583, Chittoor (Dt.) (A.P.)



Lekkala Mohan Reddy

veoneer

Ruwal
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (D.T.) A.P.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No: 3A, Sector 125, NOIDA 201 304, UP, India.

T +91 120 6525000 F +91 120 4682030

Registered Office: 806 Siddharthi, 96, Nehru Place, New Delhi-110019, India

www.hcltech.com

hr@hcltech.com

21st December, 2020

Nali Suneel
door no 1-34 olluru village and post
k v b puram mandal
andhra pradesh

Sub: Offer & Appointment Letter

Dear Nali Suneel,

Congratulations! With reference to the interviews conducted by HCL TECH LTD. - IOMC ("HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Graduate Engineer Trainee in band E1.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on 5th January, 2021 at 9:00 A.M at the following address, HCL Technologies Ltd, ELCOT SEZ, Plot 5 & 7, Ilandhaikulam, Madurai - 625020. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in HCL TECH LTD. - IOMC. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 2.6 Lacs per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 1.25 Lakhs** in terms of which you also bind yourself to serve the company for a period of at least of **24 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

You need to have cleared all the subjects & should be a pass out of **2019 batch** for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.


PLACEMENT OFFICER

1
Siddhartha Institute of Engineering & Technology
Signature of Employee
Siddhartha Institute of Engineering & Technology
PUTTUR 517 583, Chittoor (Dt.) A.P.
HCL

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L741400L1991PLC045369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 128, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4583030

Registered Office: B08 Siddharth, 96, Nenu Place, New Delhi-110019, India

www.hcltech.com

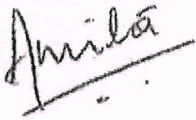
www.hcl.com

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL TECH LTD. - IOMC** will stand withdrawn without any liability.

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

Yours truly,

For **HCL TECH LTD. - IOMC**,



Amrita Das

Vice President, Head-Global Rewards

HCL TECHNOLOGIES LTD.

Corporate Identity Number: 174140DL1991PLQ046369

Technology Hub, Special Economic Zone

Plot No.: 3A, Sector 126, NOIDA 201 304, UP, India

T +91 120 6125000 F +91 120 4682030

Registered Office: 806 Sakdharth, 96, Nehru Place, New Delhi-110019, India

www.hcltech.com

www.hcl.com

Annexure I

COMPENSATION PLAN	
NAME	Nali Suneel
BAND	E1
DESIGNATION	Graduate Engineer Trainee
CITY	Madurai
Monthly Components (in INR)	
Basic Salary	13,000.00
House Rent Allowance	3,942.00
Advance Statutory Bonus	1,989.00
TOTAL: Monthly	18,931.00
TOTAL: Monthly Components : Annualized	2,27,172.00
Retirals & Other Benefits (in INR)	
Provident Fund	18,720.00
Medical Insurance Premium/ESIC	6,607.00
Gratuity	7,500.00
TOTAL : Retirals	32,827.00
COST TO COMPANY	2,59,999.00
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Term life Insurance Cover	20,00,000.00
Disability cover due to accident (upto)	18,00,000.00
NOTE:	
1. Bserv E0.1 and E0.2 employees are to be considered under Semi-skilled Category. All other employees are under Skilled category	
2. All salary components are governed by the company policies and statutory guidelines.	
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.	
4. Any personal tax liability arising out of compensation will be borne solely by the employee.	
5. Gratuity to be payable as per act	

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L741400L1991PLC045389

Technology Hub, Special Economic Zone

Plot No. 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

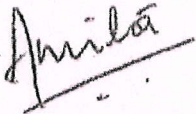
www.hcl.com

22. Changes to the terms & conditions:

The Company reserves the right to make reasonable changes to any of your terms and conditions of employment. If the Company changes any of the terms and conditions of your employment, it will notify you in writing of the changes taking effect.

In case of any dispute as to the interpretation of the terms and conditions of your service, the decision of the Company shall be final and binding on you.

For HCL TECH LTD. - IOMC,



Amrita Das

Vice President, Head-Global Rewards

21st December, 2020

I confirm receipt of and accept the above Terms & Conditions of Employment.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India

T +91 120 6125000 F +91 120 4683030

Registered Office: B06 Siddharth, 96, Nehru Place, New Delhi-110019, India

www.hcltech.com

- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL TECH LTD. - IOMC will correspond with you on the address & contact details mentioned below :-

Permanent Address: door no 1-34 olluru village and p[ostk v b puram mandalandhra pradesh

Email ID: nalisuneel14423@gmail.com

Telephone Number: +91 8919628423

R. murali
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

Offer Release Date: January 14, 2020

THEJASWI P

Nagari

''''

Andhra Pradesh, India, 517590

Sub: Offer & Appointment Letter

Dear **THEJASWI P**,

Congratulations! With reference to the interviews conducted by **HCL TECH LTD. - IOMC ("HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1**.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on January 27, 2020 at **9:00 A.M** at the following address, **Chennai-AMB-6, Amb. Ind. Est., MTH Rd, 8**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in – **HCL TECH LTD. - IOMC**. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer cum appointment letter and appended annexure(s).

Your Total Compensation will be INR 2.60 Lacs per annum outlined in Annexure I.

You will be on probation for a period of **15 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 1.25 Lakhs** in terms of which you also bind yourself to serve the company for a period of at least of **18 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam Road

SIGNATURE OF EMPLOYEE: PUTHUR 517 583 Chittoor (Dt.) (A.P.)

HCL

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India

www.hcltech.com

www.hcl.com

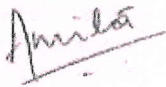
You need to have cleared all the subjects & should be a pass out of **2019 batch** for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL TECH LTD. - IOMC**. will stand withdrawn without any liability. Welcome to our Organization! We look forward to a mutually fruitful association.

Yours truly,

For HCL TECH LTD. - IOMC

Authorized Signatory



Amrita Das

Vice President, Head-Global Rewards

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

Annexure 1

COMPENSATION PLAN	
Band	E1
Entity	Infra
Category	Delivery
City	Chennai
Monthly Components (in INR)	
Basic Salary	13,000
House Rent Allowance	3,806
Advance Statutory Bonus	1,877
Food Wallet	-
Holiday Allowance	-
Flexi Basket*	-
Compensatory Allowance	0
TOTAL: Monthly	18,683
TOTAL: Monthly Components : Annualized	224,200
Retirals & Other Benefits (in INR)	
Provident Fund	18,720
Medical Insurance Premium/ESIC	9,580
Gratuity	7,500
TOTAL : Retirals	35,800
Variable Components (in INR)	
Performance Bonus (in Rs.)	-
Engagement PB (paid monthly) @ 100% achievement levels	-
TOTAL: Variable Components	-
COST TO COMPANY	260,000
Flexi Basket Details	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-

SIGNATURE OF EMPLOYEE:

HCL

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

- **Coverage under ESI:** The employee will be covered under Employee State Insurance Scheme in accordance with the applicable norms and amendments made during time to time or any further amendment which may come into force during the employment tenure under **Employees' State Insurance Act, 1948**.

Employees covered under ESI would not be covered by default under HCL's medical insurance benefit. Option to enroll under medical insurance is available as well; however, in such a case, the additional cost of annual medical premium has to be borne by the employee as per terms and conditions elucidated under Medical Insurance policy.

*The employee & employer contribution will be payable as per current prescribed rates under ESI Rules.

- **Employer's contribution to Provident Fund:** As per statutory requirements, an employee has to contribute 12% of the basic salary towards Provident Fund (PF). HCL contributes matching amount to PF. Out of employer's contribution, 8.33% of monthly basic or INR. 1,250/- whichever is lower is remitted to PF authorities towards Employees' Pension Scheme (EPS). All employees are thereby eligible to draw pension after superannuation, except those who had opted out of EPS as per Form-11 declaration.

*The percentage and amount is in compliance with the current PF Act.

- **Gratuity:** As per statutory requirements, it is employer's statutory liability to pay 15 days' Basic salary (15/26 of a monthly Basic) for every completed year of service to each of his employees on their exit, for any reason after five years of continuous service, subject to maximum limit of INR 20.00 lakhs.
- **Term Life Insurance (including EDLI):** At HCL, you will be covered under the Term-life Insurance which provides safety net to family in case of death of the employee due to any reasons. The applicable amount is mentioned in your offer letter.
- **Disability Insurance:** You are also covered against any permanent or partial disability that may arise due to an accident. The amount payable by Insurer for a disability shall depend on nature of the disability. The amount mentioned in your offer letter is the maximum amount paid by Insurer as per the nature of a disability. You may refer 'Personal Accident Insurance' policy for further details.

We look forward for you being an integral part of this arduous yet fulfilling journey towards excellence and growth and hope our relationship will go a long way!

HCL TECH LTD. - IOMC will correspond with you on the address & contact details mentioned below :-

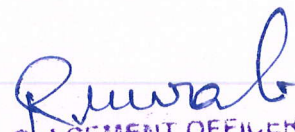
Permanent Address: Nagari

" "

Andhra Pradesh, India, 517590

Email ID: tejasshwe@gmail.com

Telephone Number: +91 9440843811


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (D.T.) A.P.

SIGNATURE OF EMPLOYEE:

Job Offer Letter

Date: 08 Nov 2020

Mr. VUPPALA SANDEEP,
12-3-323, Tilak road, Tirupati-517501,
Andhra Pradesh
Email: imsandeep666@gmail.com
Phone: 9553942015

RE: LETTER OF OFFER OF EMPLOYMENT – Trainee, Automation Engineer

Dear **Mr. VUPPALA SANDEEP,**

Following our recent discussions, we are delighted to offer you the position of *Trainee-Automation Engineer with Aark Automation*. If you join **Aark Automation**, you will become part of a fast-paced and dedicated team that works together to provide our clients with the highest possible level of **Automation**.

As a member of *Aark Automation* team, we would ask for your commitment to deliver outstanding quality and results that exceed client expectations. In addition, we expect your personal accountability in all the code of conduct, products, actions, advice and results that you provide as a representative of *Aark Automation*. In return, we are committed to providing you with every opportunity to learn, grow and stretch to the highest level of your ability and potential.

Your Performance evaluation will be conducted based on Sales targets achievement and zero return complaints

We are confident you will find this new opportunity both challenging and rewarding. The following points outline the terms and conditions we are proposing.

Title: **Trainee**

Department: **Automation**

Job description: **Trainee, Automation Engineer**

Joining date: 11th Nov 2020

Salary(CTC): **INR 8000.00/- PM**

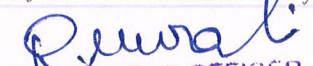
Statutory compliance: ESIC, EPFO & TDS and Annual Income tax based on govt policy

Probation: *6 months from the date of joining as per the company policy.*

Other work: Your position with the Company calls for whole time employment and you will devote yourself exclusively to the business of the Company. You will not take up any other work for remuneration (part time or otherwise) or work on advisory capacity or be interested directly or indirectly (except as shareholder or debenture holder) in any other trade or business during your employment with the Company, without written permission from the Company.

Conflict of Interest: You will not seek full time or part time job or be involved in any way with competitor's business activities either directly or indirectly during your employment with the Company, and for a period of 12 months in the event of cessation of your employment with the Company.

Confidential Information: You will not, at any time, without the consent of the Company disclose or divulge or make public except under legal obligation, any information regarding Company's affairs of administration or research carried out, whether the same may be confided to you or become known to you, in the course of your service or otherwise.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Work Office: H.No.133 & 134, Jodi metal X road, Warangal Highway, Hyderabad.

Email: info@aarkautomation.com Web: <http://www.aarkautomation.com>

Contract/Bond with Previous Employers: It will be your personal responsibility to discharge all obligations arising out of any contract or bond with previous employers.

Following the initial probationary period, a progression and performance review will be conducted on a quarterly basis to assess performance to-date, and to clarify or modify this arrangement, as the need may arise.

This arrangement may be terminated by either party upon notice period of 2 months in writing to either party with notice that complies with company policy.

We look forward to the opportunity to work with you in an atmosphere that is successful and mutually challenging and rewarding.

Sincerely,
B Praveen Reddy
Managing Partner
Aark Automation



Digitally signed by B Praveen
Reddy
DN: CN=B Praveen Reddy,
C=India, L=Hyderabad,
O=Aark Automation,
OU=Aark Automation,
E=b.reddy@arkautomation.c
om, S=Telangana
Reason: I am approving this
document
Location: Hyderabad
Date: 2020.11.08 22:11:
40 -05'30"

With the signature below, I accept this offer for employment.

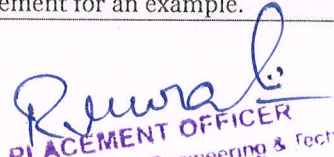
Job Applied for _____

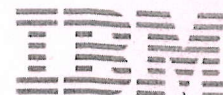
Joining Date _____

Name _____

Date _____

Terms and conditions of employment can be included in a letter of offer, as shown here. Or they can be set out in an "Employment Agreement." See the Sample Employment Agreement for an example.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)



December 8, 2020

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

Dear Konduru Jhansi

The world is at a major turning point; technology is enabling entirely new forms of business operations, business models, industries and outcomes. We have exponentially more power to reach the full potential of our life's work than any humans before us. This is IBM's vision for the future.

We invite you to join us as a Associate – Tehnical Engineer, in band 04G to do your best work ever. You will be working alongside passionate IBMers, business & technology experts, who are constantly building their knowledge and expertise to find the best solutions to help our clients achieve their goals and create new possibilities.

At IBM you will experience an inclusive and collaborative culture where you can offer ideas and solutions, no matter your experience or area of expertise – you have an audience that listens from Day 1. You will have access to world-class learning opportunities to help you create the career you've always imagined. Join us and you'll be proud to call yourself an IBMer.

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



DO YOUR BEST WORK EVER.

Renuka
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 582, Chittoor, (A.P.)



IBM CONFIDENTIAL

ANNEXURE A

DATE	December 8, 2020		
NAME	Konduru Jhansi	BAND	04G
DESIGNATION	Associate – Tehnical Engineer	LOCATION	Hyderabad
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

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

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

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



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

Signed By – IBM Authorized Signatory
Talent Acquisition Leader ISA

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

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

SIGNATURE K. Jhansi

PRINTED NAME KONDURU JHANSI

DATE OF JOINING 11/01/2021

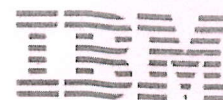
DATE 11/01/2021

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

SIGNATURE

PRINTED NAME

DATE



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

KONDURU JHANSI	K. Jhansi	000ZLD	11/01/2021
Employee's Full Name	Employee's Signature	Employee Serial No.	Date

Renuka
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (D.C.) (A.P.)

PROCEEDINGS OF THE COLLECTOR (PANCHAYAT WING), SPSR NELLORE DISTRICT
PRESENT: Sri M.V. Seshagiri Babu, I.A.S.,

Roc.No.1870/2019-A4.

Dated: 25.11.2019.

Sub: DSC 2019 – SPSR Nellore District - Recruitment of Functional Assistants to Village Secretariats – Temporary appointment of Sri/Smt/Kum. KAVILI JAYA CHANDRA S/o,D/o,W/o KAVILI SUBRAMANYAM provisionally appointed as Panchayat Secretary Grade-VI (Digital Assistant) posting orders – Issued.

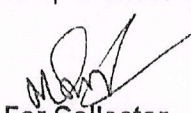
- Read: 1) G.O.Ms.No.110, PR & RD Dept.,(Mdl.I), dt.19.07.2019.
2) Recruitment Notification No.02/2019, dt.26.07.2019 for the post of Panchayat Secretary Grade-VI (Digital Assistant).
3) Lr.Roc.No.1870/2019-A4 of the Chairman, DSC and Collector and District Magistrate, SPSR Nellore District, dt.06.11.19,15.11.19 and 25.11.19.
4) Option of the individual dt.25.11.2019.

ORDER:

In the reference 3rd read above, H.T.No.190909008869 of Sri/Smt/Kum. KAVILI JAYA CHANDRA S/o,D/o,W/o KAVILI SUBRAMANYAM was provisionally Selected by the Chairman, District Selection Committee and District Collector, SPSR Nellore District as Panchayat Secretary Grade-VI (Digital Assistant) and directed the Collector (Panchayat Wing), SPSR Nellore District to issue posting orders to the individual.

In view of the above, Sri/Smt/Kum. KAVILI JAYA CHANDRA S/o,D/o,W/o KAVILI SUBRAMANYAM is hereby posted as Panchayat Secretary Grade-VI (Digital Assistant) LINGASAMUDRAM Village Secretariat of SYDAPURAM Mandal and directed to report before the Panchayat Secretary Village Secretariat of that Grama Sachivalayam immediately.

The Panchayat Secretary, LINGASAMUDRAM Village Secretariat of SYDAPURAM Mandal is directed to admit the individual and intimate the date of joining of the individual to this office immediately and he/she may be directed to work as per the job chart prescribed for the post.


For Collector.
(Panchayat Wing)

To
Sri/Smt/Kum. KAVILI JAYA CHANDRA S/o,D/o,W/o KAVILI SUBRAMANYAM
Copy of the Panchayat Secretary, LINGASAMUDRAM Gram Sachivalayam, SYDAPURAM Mandal, SPSR Nellore District.
Copy to the Mandal Parishad Development Officer, Mandal Praja Parishad, SYDAPURAM Mandal, SPSR Nellore District. He is requested to admit the individual and inform the date of joining to this office immediately.
Copy to the Extension Officer (PR&RD), Mandal Praja Parishad, SYDAPURAM Mandal.
Copy to the Divisional Panchayat Officer, GUDUR.
Copy to the Chief Executive Officer, Zilla Praja Parishad, SPSR Nellore District.
Copy submitted to the Collector and District Magistrate, SPSR Nellore District for Kind information.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (Dt.) (A.P.)

GOVERNMENT OF ANDHRA PRADESH
OFFICE OF THE DISTRICT COLLECTOR & MAGISTRATE, POTTI SREERAMULU NELLORE
DISTRICT

PROCEEDINGS OF THE CHAIRMAN, DISTRICT SELECTION COMMITTEE & DISTRICT COLLECTOR

DSC - 2019

Present : Sri / Smt Sri M.V.Seshagiri Babu, IAS

Rc.No.1870/2019-A4/DSC-2019/

Dated: /2019



K. Jaya Chandra

-:0:-

ORDERS :

Sub : Recruitment of Posts to Village Secretariats - DSC-2019 - Provisional offer of Appointment in the **A.P. Panchayat Raj Subordinate Service** - Appointment Orders - Selection to the post of **Panchayat Secretary (Grade-VI) Digital Assistant** - Orders issued.

- Read :**
1. G.O.Ms.No.110, PR & RD Dept (MDL-1), dated:19-07-2019.
 2. Recruitment **NOTIFICATION NO. 02/2019, DATED:26-07-2019** for the Post of **Panchayat Secretary (Grade-VI) Digital Assistant**
 3. Hon'ble High Court's Orders in W.P Nos.12977/2019,13885/2019, 13898/19, 14015/19, 13990/19, and 14000/2019.
 4. Hon'ble High Court's Orders in Writ Appeal No. 282/2019 and Writ Appeal 310/2019.
 5. Member Convenor DSC - 2019, Letter No : **1870/2019-A4 ,Dated: /2019**

-:0:-

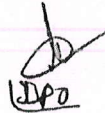
Consequent upon your selection by the District Selection Committee and approval of the Competent Authority viz., Collector and Chairman, District Selection Committee in the reference 5th cited Sri/Smt/Kumari **KAVILI JAYA CHANDRA S/o,D/O,W/o KAVILI SUBRAMANYAM** (HT No:190909008869) is hereby provisionally appointed as **Panchayat Secretary (Grade-VI) Digital Assistant** and directed to report at **District Panchayat Officer, New ZPP Buildings, Podalakur Road, Dargamitta, Nellore - 524003** on **/2019 at 10.00 A.M** upon accepting the following Terms and Conditions:-

1. You are hereby offered provisional appointment to **Panchayat Secretary (Grade-VI) Digital Assistant** in the **PANCHAYAT RAJ AND RURAL DEVELOPMENT DEPARTMENT**

2. You will be on probation for a period of two years from the date of joining the post and during the period of probation you will be paid consolidated pay of Rs. 15,000 per month. Further, after successful completion of probation you will be placed in the pay scale of **Rs.14,600-Rs.44,870 in RPS 2015**. The period of probation may, however, be extended at the discretion of the component authority. You will be required to discharge your duties while under probation to the satisfaction of superior officer. As regards other matters relating to probation, shall be governed by the conditions laid under A.P State and Subordinate Service Rules, and/Special Rules and instructions issued by the Government of Andhra Pradesh from time to time.
3. During the period of Probation, you will be required to undergo Induction Training and also to undertake such other training courses and pass 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 render you liable for discharge from service.
- a) During the period of Probation, you will be liable to be discharged from service at any time without any notice, if-
 - b) On the basis of your performance or conduct, you are considered unsuitable for further retention in service, or
 - c) You are otherwise found ineligible or unsuitable to be retained in the service.
4. Your appointment to the Post of **Panchayat Secretary (Grade-VI) Digital Assistant in PANCHAYAT RAJ AND RURAL DEVELOPMENT DEPARTMENT** is provisional and subject to the verification of character, antecedents and Social category/Community/Tribe against which your selection has been made. If, at any stage, information provided by you is false or certificates furnished by you in respect of qualifications viz., local area, caste, PHC/Ex-Servicemen /Sports etc., are found to be non-genuine, bogus or if any false information is given by you in the Antecedents Verification Form, your provisional appointment will be cancelled forthwith and criminal/legal action will be taken.
5. If you are already in service in Central Government/State Government/PSU/ Autonomous Body/Bank/ Corporation or in any other employment, you are required to submit formal Relieving Order by the respective Organization certifying that your conduct during the said employment does not render you unsuitable for the present offer of employment;

33/1155

6. Your Services shall be liable to termination at any time by one month notice in writing given either by you or the appointing authority, subject to other terms and condition prescribed under Government rules in vogue.
7. That you are eligible for monetary benefits from the date of joining only.
8. That this provisional appointment is subject to the Final orders issued by Hon'ble High Court in the reference cited as applicable to the post, and any orders issued from time to time.
9. You will be liable to refund to the Government the pay and allowances and any other remuneration received by you in addition to the amount spent by the Government on your training.
 - a) if you fail to serve the department for a period of 3 years after the completion of training for any reasons: or
 - b) if you discontinue the training or are discharged while under training for misconduct or any other reasons:
10. You are instructed 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.
11. The **District Panchayat Officer, POTTI SREERAMULU NELLORE** District is directed to post the selected candidate in the Village Secretariat and assign duties as per the job chart as per the instructions of the Government and report compliance.
12. Your employment conditions will be governed by A.P. State and Subordinate Service Rules and/or Special Rules, as applicable, and as amended from time to time in respect of the post.
13. You are hereby informed to report for duty within 30 days of receipt on failing which the offer of appointment may be treated as cancelled.



Chairman DSC & District Collector,
POTTI SREERAMULU NELLORE District.

To,
KAVILI JAYA CHANDRA,
1-5343, CHAVATAPALEM,
CHAVATAPALEM, RURAL GUDUR,
POTTI SREERAMULU NELLORE, 524101
Mobile No : 7993525500

Copy To,
District Panchayat Officer, POTTI SREERAMULU NELLORE District,
The Commissioner, PR&RD ,
The Commissioner, PR & RD for Information.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 533. Chittoor (Dt.) (A.P.)

September 28th, 2020

Chaithanya Sai Moravineni
Pigilam, Balayapalli, SPSR,
Nellore, Andhra Pradesh
524404

Dear Chaithanya Sai,

With reference to your application and the interview you had with us, we are pleased to offer you the position of **Technology Research Executive** in our company. It would be a full time employment with us for which you will be paid monthly in accordance with the company's procedures. As a company employee, you are also eligible to receive certain employee benefits pursuant to the terms of standard Company benefit plans, as they may exist from time to time. The following terms and conditions apply on your possible employment:

- Your appointment will be effective from your date of Joining of i.e. 28-09-2020.
- You will undergo a period of probation for Six months from the date of Joining.
- Your gross emoluments would be Rs.12,000/- per month (Rs.1,44,000/- per annum), which would be broken into various heads. This is subject to norms of the company for deductions as considers normal.
- You will keep the Company informed of any change in your residential address that may happen during the course of employment of your service with the company.

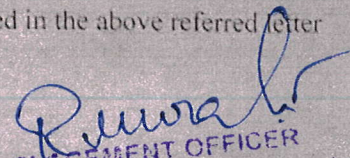
This letter is being issued in duplicate. Kindly return the duplicate copy duly signed by you as a confirmation of your having accepted the terms and conditions contained therein.

Yours Faithfully,
For Silicon Media Technologies Pvt. Ltd.,

Authorised Signatory
(all pages signed/initiated)

I hereby accept the appointment on the terms and conditions mentioned in the above referred letter of Appointment.

Signature: M. chaithanya Sai
Date: 30/09/2020
Place: Bangalore


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavaram Road
PUTTUR - 517 583 Chittoor (D.R.)

EMPLOYEES' PROVIDENT FUND ORGANISATION
Employees' Provident Funds Scheme, 1952 (Paragraph 24 & 27) &
Employees' Pension Scheme, 1995 (Paragraph 2.3)

(Declaration by a person taking up employment in any establishment covered by EPF Scheme, 1952 and/or EPS, 1995 is applicable)

1	Name of the member	M. chaithanya Sai
2	Father's Name <input checked="" type="checkbox"/> Spouse's Name <input type="checkbox"/> (Please tick whichever is applicable)	M. Murali
3	Date of Birth: (DD/MM/YYYY)	19/05/1998
4	Gender: (Male/Female/Transgender)	Male
5	Marital Status: (Married/Unmarried/Widow/Widower/Divorced)	-
6	(a) Email ID: (b) Mobile No.:	chaithanyaSai.gou@gmail.com
7	Whether earlier a member of Employees' Provident Fund Scheme, 1952	Yes / No <input checked="" type="checkbox"/>
8	Whether earlier a member of Employees' Pension Scheme, 1995	Yes / No <input checked="" type="checkbox"/>
9	Previous employment details: [if Yes to 7 AND/OR 8 above]	
	a) Universal Account Number:	
	b) Previous PF Account Number:	
	c) Date of exit from previous employment: (DD/MM/YYYY)	
	d) Scheme Certificate No. (if issued)	
10	e) Pension Payment Order (PPO) No. (if issued)	
	a) International Worker:	Yes / No <input checked="" type="checkbox"/>
	b) If yes, state country of origin (India/Name of other country)	
	c) Passport No.	
	d) Validity of passport [(DD/MM/YYYY) to (DD/MM/YYYY)]	
11	KYC Details: (attach self attested copies of following KYCs)	
	a) Bank Account No. & IFSC Code	34962200053835, 5745000 3496
	b) AADHAR Number	446003861272
	c) Permanent Account Number (PAN), if available	F0JPM8040G1

UNDERTAKING

- I certify that the particulars are true to the best of my knowledge.
- I authorize EPFO to use my Aadhar for verification/authentication/KYC purpose for service delivery.
- I kindly transfer the funds and service details, if applicable, from the previous PF account as declared above to the present PF Account.
(The transfer would be possible only if the identified KYC detail approved by previous employer has been verified by present employer using his Digital Signature Certificate)
- In case of changes in above details, the same will be intimated to employer at the earliest.

Date: 30/09/2020
Place: Bangalore

M. chaithanya Sai
Signature of Member

DECLARATION BY PRESENT EMPLOYER

- The member Mr/Ms/Mrs. _____ has joined on _____ and has been allotted PF Number _____.
- In case the person was earlier not a member of EPF Scheme, 1952 and EPS, 1995:
 - (Post allotment of UAN) The UAN allotted for the member is _____.
 - Please Tick the Appropriate Options:
The KYC details of the above member in the UAN database
 - ☐ Have not been uploaded
 - ☐ Have been uploaded but not approved
 - ☐ Have been uploaded and approved with DSC
- In case the person was earlier a member of EPF Scheme, 1952 and EPS, 1995:
 - The above PF Account number/AM of the member as mentioned in (A) above has been tagged with Aadhar/Government Member ID as declared by member.
 - Please Tick the Appropriate Options:
 - ☐ The KYC details of the above member in the UAN database have been approved with Digital Signature Certificate and transfer request has been generated on portal.
 - ☐ As the DSC of establishment was not registered with EPFO, the employer has been informed to the physical copy (Form 33) for transfer of funds from the previous establishment.

Date:

Signature of Employer with Seal of Establishment

siliconindia**NEW EMPLOYEE DECLARATION FORM**

ID No.SM/BIZ/PM:

Full Name

MORAVINENI CHALTHANYASAI

Date of Birth

19/05/1998

Father Name

MORAVINENI MURALI

Mother Name

MORAVINENI RAMANUJANILIA

Blood Group

O+ve

Gender/ Status

MALE

Qualification

B.TECH

Experience

NA

Previous Company

NA

Personal E-mail ID

chaithanyaSai201@gmail.com

Previous UAN No

NA

PAN No.

FOJPM8040G

Aadhar No.

446003861272

Mobile No.

7093655683

Present Address

PILILAM(VI), BALAYAPALLI (MD), SPSR JELLORE (DT),
520004, ANDHRA PRADESH

Permanent address

PILILAM(VI), BALAYAPALLI (MD), SPSR JELLORE (DT),
520004, ANDHRA PRADESH

I declare that all of the above information is correct to the best of my knowledge and belief.

M. Chaithanya Sai
EMPLOYEE SIGNATURE

VERIFICATION TO BE FILLED BY HR

Joining Date :

Department :

Team Lead :

Designation :

If any other information :

Renuka
PLACEMENT OFFICER

HR SIGNATURE

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
Post Office - 517 583 Chittoor (Dt.) (A.P.)



Offer: Computer Consultancy
Ref: TCSL/DT20184319866/Bangalore
Date: 23/06/2019

Mr. Ramprasad Reddy Polireddy
3-1-DPolireddy Gari Palli, Anumpalli.,
Sibyala,
Rayachoti-516269,
Andhrapradesh.
Tel# -9703582330

Dear Ramprasad Reddy Polireddy,

Sub: Letter of Offer

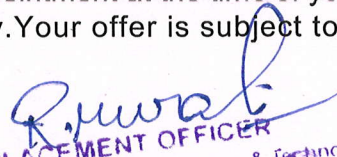
Thank you for exploring career opportunities with TATA Consultancy Services Limited (TCSL). You have successfully completed our initial selection process and we are pleased to make you an offer.

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.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR 517 583, Chittoor (D.T.), A.P.

TCS Confidential
TCSL/DT20184319866

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

**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	Ramprasad Reddy Polireddy
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

06th March 2019

Intent to Offer

This Offer / Letter of Intent is valid for 6 weeks from the date of issuance.

Dear Sambasivarao Devarapalli,
Syntellect ID: SBE1923144

Congratulations!

We are pleased to record this intent to offer for the position **Associate Consultant (AC1)** with Syntel Private Limited ("Company").

Upon your acceptance of this Intent to offer and subject to you meeting all the applicable requirements under this Intent to offer, we will share a definitive offer letter, which will outline the specific employment terms and conditions. Please note that, unless you receive a definitive offer letter this Intent to offer is merely to record the intended offer of employment and it shall not be construed as an employment with company nor it will be a legally binding offer/contract of employment.

The contents of this Intent to Offer are strictly confidential between you and the Company. Please treat this Intent to Offer and the contents hereof as personal and confidential.

This Offer of Intent is valid subject to:

- a) Your successful completion of the **Graduate/Diploma/Post-Graduate** program within the stipulated period of 8 semesters / 6 semesters as the case may be, with a minimum percentage of **60%**; and no standing backlogs.
- b) You successfully clearing the medical test if the company so desires and you being found and remaining medically (both physically and mentally) fit.
- c) You are producing all the relevant documents pertaining to your education, identity, residence etc. as required by the Company.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar, Narayanavanam Road,
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

Encl: Annexure

ANNEXURE A**SALARY DISTRIBUTION**

Name : Sambasivarao Devarapalli			
Designation : Associate Consultant	-		
Band : AC1	-		
Pay and Allowances	%	Monthly	Yearly
Basic Pay (A)	40%	9,033	108,400
HRA (B)	50%	4,517	54,200
Meal Allowance (CC)	-	1,500	18,000
Special Allowance (D)	-	2,830	33,960
City Allowance (EE)	-	903	10,840
Bonus (F)	-	2,000	24,000
Co.'s Contribution to PF (G)	-	1,800	21,600
Transport Expenses	-	1,600	19,200
Medical Reimbursement Expenses	-	1,250	15,000
	-		
Sub-Total - I (H)	100%	25,433	305,200
	-		
Reimbursements and Other Benefits	-		
Leave Travel Assistance	-	400	4,800
Sub-Total - II	-	400	4,800
	-		
Total Compensation (I + II)	-	25,833	310,000

08-Jul-2019

Dear R Srinithi,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology



Candidate ID – 13447651

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavandu

Global Head-Talent Acquisition

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

PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)

Signature :

Date:

Annexure A

Name: R Srinithi

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to 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
Ref: TCSL/DT20163735892/Hyderabad
Date: 09/10/2018

Mr. Uday Kumarreddy Bommadi
Srs GroundPuttur Highway,
Highway,
Tirupathi-517583,
Andhra Pradesh.
Tel# 91-6309591715

Dear Uday Kumarreddy Bommadi,

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 assigned a role in the **ECM (Enterprise Content Management)** Unit, which is subject to change as per the business requirements 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.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narakavaram 5200
PUTTUR - 517 583, Chittoor (Dt.) A.P.

TCS Confidential
TCSL/DT20163735892

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

**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	Uday Kumarreddy Bommadi
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

Ref: 706425/1709244/ELTP

23-JUL-2019

Mr. Venkata Manikanta Tanguturi
Nandalur (Ap) - 516150
Mobile: 9491422721

Subject: Offer of Appointment

Dear Mr. Venkata Manikanta Tanguturi

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.

PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)



ANNEXURE - B

NAME	Mr Venkata Manikanta Tanguturi	
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...)



Offer Letter

Date: 05/02/2021

Dear **Marri Venkata Revanth**,

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 **08/02/2021**.

The details of your employment will be as follows:-

Department : Business Development
Designation : Inside Sales Associate - Sales
Role Location / Work Location : ISA Bangalore
Virtual Onboarding Date : 08/02/2021
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 **08/02/2021**, 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.

Human Resource

Accept Job Offer by signing below

Signature: marri venkata revanth
marri venkata revanth (Feb 6, 2021 00:44 GMT+5.5)


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583. Chittoor (D.T.) A.P.

This is a system generated confirmation letter that does not require an authorized signature.

27-Apr-2019

Dear Vijayalakshmi Mabbu,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 12942049

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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



PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dl.) (A.P.)

Signature :

Date:

Annexure A

Name: Vijayalakshmi Mabbu

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER and APPOINTMENT LETTER

Offer Release Date: June 3, 2021

Dear Yaswanth kannali,
1-31, chinna Anjimedu, Anjimedu, Yerpedu, Tirupathi,
Andhra Pradesh, India, 517619

Dear Yaswanth kannali,

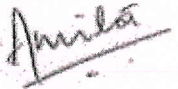
Congratulations! With reference to your application and subsequent discussions with us, we are pleased to inform you that you have been selected for employment with HCL Technologies Ltd. as **MEMBER TECHNICAL STAFF** at **E1**.

We take this opportunity to thank & appreciate your decision to join HCL. You are requested to join us on or before **June 30, 2021** at 9 AM.

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 and Appointment Letter along with the Annexures and submit the same to **Adarsh Naidu** at the address mentioned above.


Welcome onboard! We look forward to a mutually fruitful association.

For HCL Technologies Limited,



Amrita Das

Vice President, Head-Global Rewards


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)

SIGNATURE OF EMPLOYEE:

HCL

SRF No.: 0068837_12

Date: 9-Apr-2021

To,
Anil Kumar

Sub: Offer of Employment

Dear Anil Kumar,

This is with reference to the offer letter dated **21-Dec-2020**.

As you have successfully completed your training and have passed the test conducted by the Company, we are pleased to offer you the role of **Jr. Software Engineer** at Zensar. Please accept our heartiest congratulations and warm welcome to the Zensar family.

You will be onboarded on the designated role from **01-Apr-2021**, and your 'Annual Compensation' is attached herewith as in Annexure – A. The terms and conditions of employment are in Annexure-B and shall supersede the terms and conditions mentioned in the offer letter dated **21-Dec-2020**.

Annexure -D is towards Undertaking for two years.

Although you are allowed to work from anywhere / from your home at this point of time, you can be required to physically report to any locations of Zensar across India and rendered your services accordingly.

For all legal and practical purposes, your place of employment shall be **Hyderabad DLF Cyber City, 1st, 8th & 9th Floor, Block 3, Plot No: 129-132, APHB Colony, DLF Cyber City, Indira Nagar, Gachibowli, Hyderabad, Telangana - 500032** and based on this, all statutory compliances with regard to your employment, shall be done by Zensar".

Please confirm your acceptance of this offer by signing and returning the duplicate attached.

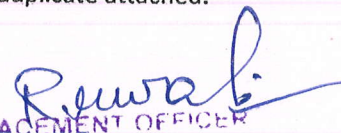
Yours Sincerely,

For Zensar Technologies Limited

Sanjeeva Maithani

Associate Vice President - HR

Encl: Annexure – A (Salary Structure),
Annexure – B (Terms and Conditions of employment)
Annexure – C (Document Check List)
Annexure – D (Undertaking)


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar, Narayanavanam Road,
PUTTUR 517 583, Guntur (D.R.) DIST.

S. Anil Kumar

Annexure - A

Name: Anil Kumar

Designation: Jr. Software Engineer

Location: Hyderabad

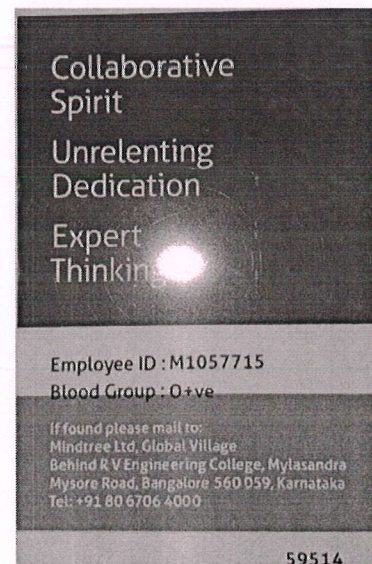
Component	Annual Gross (INR)	Description
Basic	192000	Base salary component.
Customized Allowance Pool*	79725	This is used towards HRA / CLA, LTA, and Children's Education. You may want to split the basket as per your tax plans.
Bonus	16000	Paid out as per the Payment of Bonus Act if Basic is less than 21000
Total	287725	
Company's contribution to PF	23040	12% of Basic
Gratuity	9235	As per Gratuity Act
Gross Compensation	320000	
Group Personal accident Insurance	6605	Sum Insured is Rs. 1150000/- Please refer to policy
Group Health Insurance Scheme		Up to four family members (in order of: Associate, Spouse, 2 Dependent Children below age 25) are covered up to a limit of Rs. 2,00,000/- P.A
Term Life Insurance		Sum Insured is Rs. 5,00,000/- Please refer to policy
Total Cost to Company	326605	

S. Anil Kumar

R. S. R.

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.), (A.P.)



Collaborative
Spirit
Unrelenting
Dedication
Expert
Thinking

Employee ID : M1057715

Blood Group : O+ve

If found please mail to:
Mindtree Ltd, Global Village
Behind R V Engineering College, Mylasandra
Mysore Road, Bangalore 560 059, Karnataka
Tel: +91 80 6706 4000

59514

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4680030

Registered Office: 806 Siddharth, 9th, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: August 14, 2020

Dear Ashoka Chattu,
MangaNellore(v&p)
Sullurepeta(M, Nellore,
Andhra Pradesh, India, 524121

Dear Ashoka Chattu, service

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (herein referred as "HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on August 20, 2020 at 9:00 A.M at the following address Chennai SEZ-ELCOT-SDB3-U2-2F-SF. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure, BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be INR 2,85,000 per annum, outlined in Annexure I.

You will be required to sign a service agreement of 24 months with a surety amount of INR 1.25 Lakhs. This amount shall be payable to the Company only on the event of your separation from the company before 24 months from the date of Joining.

You will be on probation for a period of 12 months from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

HCL Confidential Siddhartha Nagar, Narayanavanam Road

PULLUR - 617 584, Chennai - 600 044

C. Ashoka
HCL

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

www.hcl.com

Annexure 1

COMPENSATION PLAN	
Name	Ashoka Chattu
Band	E1
Designation	Software Engineer
City	Chennai
Monthly Components (in INR)	
Basic Salary	16,962
House Rent Allowance	-
Advance Statutory Bonus	3,392
Food Wallet	-
Holiday Allowance	-
Flexi Basket*	-
Compensatory Allowance	-
TOTAL: Monthly	20,354
TOTAL: Monthly Components : Annualized	244,248
Retirals & Other Benefits (in INR)	
Provident Fund	24,425
Medical Insurance Premium/ESIC	6,613
Gratuity	9,786
TOTAL : Retirals	40,824
Variable Components (in INR)	
Performance Bonus (in Rs.)	-
Engagement PB (paid monthly) @ 100% achievement levels	-
TOTAL: Variable Components	-
COST TO COMPANY	2,85,072
Flexi Basket Details	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-



Ref: TCSL/DT20184323545/1259515/Chennai
Date: 16 July 2019

MR. BABU L M
6-49 Kalyanapuram,
Chida Spinning Mill Opp, Tirupathi,
Andhra Pradesh-517583.
Tel# 919063456752

Sub: Joining Letter

Dear Mr. Babu L M,

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

We are pleased to inform you that your joining date at TCSL will be **19th August 2019** and your training location is **Chennai**. This has been provided considering your preference and business requirements.

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

Tata Consultancy Services Limited, 1/G1
SIPCOT IT Park Navalur PO,
Siruseri, Tamil Nadu 600119,
Chennai, Tamil Nadu-600119.

(Route map of the TCS Xperience Program Center can be viewed on TCS NextStep>> ILP Corner>>ILP Centres)

Contact Person: Mr. Antony Arockianathan
Phone: 9104467439032
Email Id: antony.arockianathan@tcs.com
(Contact Hours: Monday - Friday, 9 AM to 6 PM)


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)



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

Gear up to experience the future!!

Warm regards,

Damodar Padhi
Vice President & Global Head - Talent Development



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

Date:04-Jul-2019

To

Bhuvaneswari A G
PUTTURU

Dear Bhuvaneswari A G,

Sub: Offer of Training and Employment

1. This has reference to the selection process for employment opportunity at Mindtree in the campus of Kalinga.
2. We take pleasure in informing you that you have been selected for appointment in Mindtree as an ENGINEER in the competency Level C1 subject to the following terms and conditions.

2.1. a) You should complete the Degree which you are now pursuing without any backlog (subjects where you have not obtained the passing marks) at the time of joining

b) Secure 65% aggregate in the degree. Aggregate is calculated as follows:

$$\text{Aggregate} = \frac{\text{(Total of marks obtained in all the subjects from the first to last semester)}}{\text{(Total of maximum marks in all the subjects from first to last semester)}}$$

$$\text{Aggregate \%} = \text{Aggregate} * 100$$

c) Provide a copy of the degree certificate or provisional degree certificate along with mark sheets of all semesters on your day of joining.

2.2. You shall initially undergo training at Mindtree, Kalinga, Bhubaneswar, Odisha and undergo Orchard Learning Programme conducted by Mindtree, Kalinga which helps you to transition to the Corporate world of technology solutions. The details of the programme are provided separately.

2.3. Your joining location would be Mindtree Kalinga, Bhubaneswar and joining date would be communicated in subsequent mails.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.), (A.P.)



A G BHUVANESWARI (Jul 6, 2019)

Mindtree Ltd T +91 80 6706 4000
RVCE Post, Mysore Road F +91 80 6706 4100
Bangalore 560 059 W www.mindtree.com

Candidate No: TN/80011342/19

Enclosed: Annexure to your Offer of Employment
Acceptance of the offer

I, Bhuvaneswari A G, agree to accept the employment on the terms and conditions mentioned in this Offer of Employment and the annexure.

Your Signature	 A G BHUVANESWARI (Jul 6, 2019)
Your Name in Capital letters	BHUVANESWARI A G

Annexure 1

Compensation stack during the Orchard Learning Program (from the date of joining till the date of confirmation)

Name : Bhuvaneswari A G

Competency : C1

Designation : ENGINEER

Stipend : INR 22,000 per month.

Payment will be after deduction of below amount from the monthly stipend:

- INR 6000 per month covering for accommodation on twin share basis on a subsidized cost (excluding food expenses)
- Food expenses will have to be borne by you.
- Premium for Insurance which is INR 500 per month.
- Applicable taxes like Professional tax and Income tax, prevailing at the time of pay out.

You will be covered for Insurance benefits as prevailing at the time of joining. The following are the coverage for 2019 - 2020 for your reference. You will get more details on joining.

- Group Medical Coverage (GMC) for you and your family. The standard coverage under GMC is INR 400,000 per annum per family. Family means your spouse and children (up to 2 children). Parents/Parents-in-law or siblings or any other relationships are not covered.
- Group Term Life (GTL) coverage for you and is up to INR 2,000,000.
- Group Personal Accident (GPA) coverage for you and is up to INR 1,500,000.

More details will be provided at the time of joining.

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1891/PLC046300

Technology Hub, Special Economic Zone

Plot No - 3A, Sector 12B, NOIDA 201 304, UP, India.

T +91 120 8125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: January 12, 2021

Dear G Devika,
1-19,regallu road, Chittoor,
Andhra Pradesh, India, 517122

Dear G Devika,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (herein referred as "HCL" or "Company"), we are pleased to inform you that you have been selected for employment in our organization as Software Engineer in band E1.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **January 18, 2021** at 9:00 A.M at the following address **Chennai-SEZ, Kanceehpuram, ETA 1, #33**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure, BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

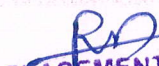
Your Total Compensation will be **INR 2,60,000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **24 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **24 months** from the date of Joining.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

Signature of Employee:

HCL


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
Chennai (Dt.) (A.P.)

Date :13/07/2021

To
D Fareeda
(Code:)

Provisional Offer Letter

We are pleased to offer you employment in our organization at Randstad India Pvt. Ltd as **Associate- Quality Engineer**. Your services are being deputed to **Cognizant Technology Solutions India Pvt Ltd** on the following terms and conditions:

- Your employment will be valid from **16/07/2021**
- Your Salary CTC will be INR 699,996.00 per annum (as per Annexure 1) and will be paid out basis your actual joining date.
- Your employment is subject to completing our onboarding process, which requires you to :
 - a. Complete on the Randstad portal:
 - Employee profile form
 - Statutory Nomination forms like ESIC, PF, Medclaim etc.
 - b. Upload proofs of your documents:
 - Government mandated ID proof: Aadhar Card and PAN
 - Address Proof (Any one): Voters ID, Passport, Driving License, Ration Card etc.
 - Copy of both Educational certificates & Previous employment documents.
 - Bank Details for Salary processing: Copy of cancelled cheque.

Please note that this is only a provisional offer of employment for a fixed term and is not to be construed as an appointment letter. A detailed appointment letter would be issued to you once you fulfill our employment terms and conditions & upon confirmation of joining duty by the manager.

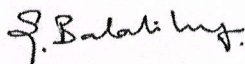
The next step is for you to log into Randstad Direct, our employee portal to accept this offer. You will soon receive an email and SMS on your registered number with a link to the online portal and your OTP to login. A User guide is also available to help you complete formalities on/before your DOJ.

You shall report for work on **16/07/2021** .In case you fail to join the company by the scheduled date,you would be breaching the contract with the company in which case you agree to pay a penalty equal to 1(one) months Gross salary to the Company.

Please get in touch with us for any queries.
Wishing you the very best!

Yours truly,

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (D.T.) (A.P.)

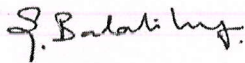
Annexure I: Salary Breakup

Component	Monthly	Yearly
Basic	23,333.00	279,996.00
House Rent Allowance	9,333.00	111,996.00
Statutory Bonus	1,944.00	23,328.00
Other Allowance	13,671.00	164,052.00
Telephone Reimbursement	2,333.00	27,996.00
Leave Travel Allowance	1,944.00	23,328.00
Vehicle Reimbursement	2,400.00	28,800.00
Gross Salary	54,958.00	659,496.00
Employer's Contribution to EPF	2,800.00	33,600.00
Insurance	575.00	6,900.00
CTC (Cost to the company)	58,333.00	699,996.00
Employee's Contribution to EPF	2,800.00	33,600.00
Net take home = (Gross salary- Total deduction)	52,158.00	625,896.00

* Income tax, Professional tax and LWF as applicable will be deducted.

* All the taxes will be deducted as applicable by law. Your salary is strictly confidential.

For Randstad India Pvt Ltd.



Authorized Signatory
Balakrishnan S
Head - HRSSC

undefinedundefined

Registered Office :
Randstad India Private Ltd
Randstad House,
Old No. 5 & 5A, New No. 9, Pycrofts Garden Road,
Nungambakkam, Chennai 600 006.
P +91 (0) 44 66227000 F +91 (0) 44 66227474
www.randstad.in



Offer: Computer Consultancy
Ref: TCSL/DT20184394237/Bangalore
Date: 21/06/2019

Ms. Gnaneswari Patnam
1-92,
Bazaar Street,
Tirupathi-517551,
Andhra Pradesh.
Tel# -

Dear Gnaneswari Patnam,

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.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar, Narayanavanam Road,
PUTTUR - 517 583, Chittoor (D.T.) A.P.

TCS Confidential
TCSL/DT20184394237

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

**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	Gnaneswari Patnam
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

TCS Confidential

TCSL/DT20184394237

12

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



Offer: Computer Consultancy
Ref: TCSL/DT20195667094/Hyderabad
Date: 06/04/2021

Ms. Koundinya Harichandana T
2-47Gattu Village,
Sri Krishna Temple,
Puttur-517583,
Andhra Pradesh.
Tel# -

Dear Koundinya Harichandana T,

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 **₹3,36,877/-** per annum, as per the terms and conditions set out herein.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20195667094


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar Narayanavanam Road
Puttur-517583, Chittoor (Dt.) (A.P.)

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

Girish V. Nandimath
Global Head Talent Acquisition & AIP



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

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms



GROSS SALARY SHEET

Annexure 1

Name	Koundinya Harichandana T
Designation	Assistant System Engineer-Trainee
Institute Name	Others

Table 1: Compensation Details (All Components in INR)

Component Category	Monthly	Annual
1) Fixed Compensation		
Basic Salary	14,784	1,77,408
Bouquet Of Benefits #	7,646	91,752
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	1,774	21,289
Gratuity	711	8,533
Total of Annual Components & Retirals	2,485	37,722
TOTAL GROSS	27,415	3,36,877

Refer to Table 2 for TCSL defined Structure. In case, you wish not to restructure your BoB, TCSL defined Structure as given in Table 2 will be applicable.

* Amount depicted will be paid-out on a quarterly basis upon successful completion of the TCS Xplore / Xperience Program.

**The Performance Pay is applicable upon successful completion of the TCS Xplore / Xperience Program.

*** For HIS - Note that Rs. 7900 if the employee is Single. If the employee is married or married with Children then Rs. 3,900/- per beneficiary needs to be added to the above mentioned amount.

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

Component Category	Monthly	Annual
House Rent Allowance	5,914	70,968
Leave Travel Assistance	1,232	14,784
Food Card	500	6,000
GROSS BOUQUET OF BENEFITS	7,646	91,752



Offer: Computer Consultancy
Ref: TCSL/DT20184319573/Hyderabad
Date: 09/10/2018

Ms. Lalithya V
D/No 1-225 Ramulugudi Street,
Opp. Police Station, Gangadhara Nellore,
Chittoor-517125,
Andhra Pradesh.
Tel# 91-9441914985

Dear Lalithya V,

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 assigned a role in the **Cyber Security Practise (CSP)** Unit, which is subject to change as per the business requirements 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.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)

TCS Confidential
TCSL/DT20184319573

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India
Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com
Registered Office Nirmal Building, 9th Floor, Nariman Point, Mumbai 400 021
TCS Careers Serviceline: 1800 209 3111 Email: careers@tcs.com

**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



Annexure 2

Regional Offices

Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5 th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601	Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore – 560 066 Tel: 080 – 67247000 Fax: 080 - 28410114
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	Delhi Lead-Talent Acquisition Tata Consultancy Services 5 th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735
Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222	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
Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001	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
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	Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499

To,

July 20, 2021

Ms. Mounika S

Job Offer Letter

Dear Mounika S,

Congratulations & Welcome aboard!

Reference to your application for employment and subsequent interviews you had with us, we are pleased to offer you the position of **Backup Engineer** at U&D Square Solutions Pvt Ltd. which is a Global Technology Support and IT Consulting Company. The Terms and Conditions of employment are as follows:

1. **Cost to the company:** Your cost to the company will be **Rs. 4,50,906 LPA**. The components of your fixed as well as variable salary are provided in **Annexure I** and would be governed by company policies as amended from time to time.
2. **Effective Date:** Your date of joining will be **July 21, 2021 (Wednesday)** and you will be required to report to HR at **12:30 PM** through video call or reporting at office.
3. **Office Location:** U&D Square Solutions Pvt Ltd., 601, Kapil Zenith IT Park, Off Bangalore-Mumbai bypass, Bavdhan, Pune - 411021 (MH). You will be required to visit the office as per the requirement.
4. **Probation:** There is three months' probation period for all new employees. You shall be confirmed on the rolls of the company, post review of performance as well as general conduct.
5. **Working hours:** The general working hours are 9, however you may be required to work in shifts as per the business needs. In order to meet the global client requirements, you should be willing to work in 24*7 shifts.
6. **Background and Reference checks:** This offer is contingent upon the successful completion of all background and reference checks and required documentation. In case of non-conformance, this offer letter will stand null and void. Offer has been made based on information provided by you. In case of any discrepancy found in the copies of documents, certificates or reference check, the company retains the right to revoke the offer of employment at any point of time.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam Road

601, 6th Floor, Kapil Zenith IT Park, Beside Maratha Mandir Lane, NDA Road, Bavdhan, Pune - 411021, Maharashtra - India
Tel: +91 20 22951272 | Email: contact@udsquares.net | Web: www.udsquare.net

7. **Work from Home:** U&D Square is committed to providing a healthy, safe and flexible working environment for its staff. A Working From Home (WFH) agreement provides an opportunity for the company to invest in the diversity and inclusion of its people. In order to ensure the safety of our staff, we encourage people to work home. Employee must work from home as per the project requirement and to ensure appropriate work support from home, he/she should have below Infrastructure / Hardware at home:

The minimum requirements for Work from home facility.

Computer/Laptop Configuration

- I3 processor
- 4 GB RAM
- 20% free space on C Drive

Internet Connection

You should have at least two internet connections.

- Your primary connection should be at least 10Mbps
- Backup connection can be 4G or VOLTE

Power backup

At any given point of time you should have 3 hours of power backup.

You must have a UPS or inverter with 3-4 hours of backup in case you are using a computer, or your Laptop should be good enough to last for 3 hours.

Good Headphone with microphone option for a voice call. (Not to use small mobile earphones / earbuds).

8. **Offer acceptance:** To confirm your acceptance of this offer, you are required to respond via email to hr@udsquare.net are requested to confirm the acceptance of this offer letter by email within 7 working day of receipt of this offer. Please send us copy of your resignation letter within 7 working days of acceptance of your offer letter. On your date of joining, you will be required to bring the joining documents mentioned in Annexure II of this letter. All these documents are mandatory and you shall be issued an appointment letter subject to completion of all joining formalities including documentation.

We look forward to welcoming you as a new employee at U&D Square We hope you will find this offer acceptable as we feel that your skills and background will be valuable assets to our team.

Sincerely,

For U&D Square Solutions Pvt. Ltd.



Laya Nigam Shrivastava
HR Manager

Signed & Accepted:
Date

Annexure I		
Name		
Components of Salary	Per Month (in Rs.)	Per Annum (in Rs.)
Basic	13,320	159840
House Rent Allowance	6,660	79920
Performance Variable To be released Half Yearly / Annually as per Rating	-	30000
Leave travel allowance	750	9000
Personal allowance	12,570	150840
Gross Salary	33300	429600
Provident Fund	1,598	19181
Employee State Insurance	0	0
Professional Tax	200	2500
Maharashtra Labour Welfare Fund	24	24
Total	1822	21705
Net Salary		
Net Salary	31478	407895
Company Contribution		
Provident Fund	1753	21,035
Employee's Deposit Linked Insurance		-
Employee State Insurance	0	-
Maharashtra Labour Welfare Fund	72	72
Total	1825	21107
Other Benefits		
Tata AIG General Insurance	0	199
Total	0	199
Cost to Company	35125	450906
**TDS at Actual *Medical Insurance at Actual With Best Wishes, For U&D Square Solutions Pvt. Ltd.		
		Accepted By
		Date:

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

16th December, 2019

Pasupuleti Nagamani
1/1449,Y Mpalli,
Poosalaveedi,Kadapa,516001

Dear **Pasupuleti Nagamani**,

Congratulations! With reference to the interviews conducted by HCL Technologies Ltd (**herein referred as "HCL" or "Company"**), we are pleased to inform you that you have been selected for employment in our organization as **Software Engineer in band E1**.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

You are requested to join us on **18th December,2019** at **9:00 A.M** at the following address **Noida SEZ-Tower1-U2-All Floors**. Your joining would be subject to successful completion and compliance with the pre joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure , BPO division etc. In line with the same approach, we look forward to your being flexible towards your placement in the Company. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s)

Your Total Compensation will be **INR 2,85,000** per annum, outlined in **Annexure I**.

You will be required to sign a service agreement of **18 months** with a surety amount of **INR 1.25 Lakhs**. This amount shall be payable to the Company only on the event of your separation from the company before **18 months** from the date of Joining.

You will be on probation for a period of **15 months** from the date of your joining. The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to submit the documents listed in **Annexure III**. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

At the time of joining, you are required to have completed your degree without any standing arrear/backlogs.

Please share your acceptance to offer as a confirmation within **3 days** of receiving this letter and sign the duplicate copy of this Offer & Appointment Letter and Annexure(s) and submit the same on the day of joining failing which this offer & appointment letter extended to you by HCL Technologies Ltd shall stand withdrawn without any liability.

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by HCL Technologies Ltd. will stand withdrawn without any liability.

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar-Narayanavanam Road
PUTTUR-517 583 Chittoor (Dt.) A.P.

HCL Confidential

HCL

ANNEXURE I

COMPENSATION PLAN	
NAME	Pasupuleti Nagamani
BAND	E1
DESIGNATION	Software Engineer
CITY	Noida
Monthly Components (in INR)	
Basic Salary	14,250
House Rent Allowance	4,615
Advance Statutory Bonus	1,877
TOTAL: Monthly	20,742
TOTAL: Monthly Components : Annualized	2,48,904
Retirals & Other Benefits (in INR)	
Provident Fund	20,520
Medical Insurance Premium/ESIC	7,357
Gratuity	8,221
TOTAL : Retirals	36,098
COST TO COMPANY	2,85,002
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Term life Insurance Cover	20,00,000
Disability cover due to accident (upto)	18,00,000

NOTE:

1. Flexi Basket is only applicable in E2+ employees
2. All salary components are governed by the company policies and statutory guidelines.
3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager.
4. Any personal tax liability arising out of compensation will be borne solely by the employee.
5. Gratuity to be payable as per act

05-Jul-2019

Dear Punithmadesh Akkigari,
B.Tech/B.E., Computer Science & Engineering
Siddharth Institute of Engineering and Technology



Candidate ID -- 13446604

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavanda

Global Head-Talent Acquisition

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

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (Dt.) (A.P.)

Signature :

Date:

Annexure A

Name: Punithmahesh Akkigari

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to 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://nonecognizant.cognizant.com>->Total Rewards App for more details

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



ITS Planners and Engineers Private Limited

Level 2, Oval Building, iLabs Centre
Madhapur, Hyderabad - 500081, India
Telephone: +91 (0) 40 4433 4265

Email: ganesh.hari@itspe.co.in

30 May 2019

Ganesh Hari HR Manager

To,
Raj Kumar
Thella Neela Palli (Village)
Gaddam Vari Palli (Post)
Chowdepalli Mandal
Chittoor District - 517257
Andhra Pradesh

Dear Raj,

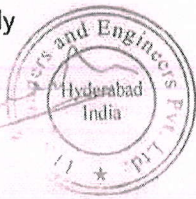
Sub:- Offer letter

We are pleased to offer you a full-time position for the role of Associate Software Engineer with our company from 3rd June 2019 at an annual salary of Rs. 3,60,000/- CTC per annum. You will be entitled to 20 days of annual leave as a part of the package.

You will sign an employment contract with us on the first day of work that will outline the detailed terms and conditions of your employment.

Your sincerely

Ganesh Hari
HR Manager




PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (Dt.) (A.P.)

22nd December, 2020

B.S.Mohan Prabhu
SUDDULAKUPPAM VILLAGE,MUDARAMDODDI POST,VENKATAGIRIKOTA MANDAL,CHITTOOR DISTRICT.
VENKATAGIRIKOTA
ANDHRA PRADESH

Sub: Offer & Appointment Letter

Dear **B.S.Mohan Prabhu**,

Congratulations! With reference to the interviews conducted by **HCL TECH LTD. - IOMC ("HCL" or "Company")**, we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee** in **band E1**.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **7th January, 2021** at **9:00 A.M** at the following address, **HCL Technologies Ltd,Sez Unit-2 (Sdb2 Buid), Eclot-Special Economic Zone, 602/3,Shollinganallur Village, Shollinganallur-Medavakkm High Road, Chennai-600262**.Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in **HCL TECH LTD. - IOMC**. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 2.6 Lacs per annum outlined in Annexure I.

You will be on probation for a period of **12 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 1.25 Lakhs** in terms of which you also bind yourself to serve the company for a period of at least of **24 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

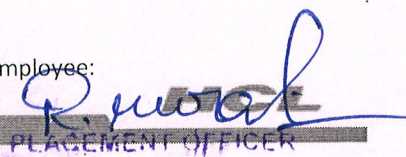
On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

You need to have cleared all the subjects & should be a pass out of **2019 batch** for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

1

Signature of Employee:


R. MURALI
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology,
Siddhartha Nagar, Narayanavanam Road,
PUTTUR - 517 583, Chittoor (Dt.), (A.P.)

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L741400L1991PL0046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 808 Siddharth, 86, Nehru Place, New Delhi-110019, India.

www.hcltech.com

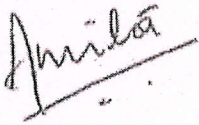
www.hcl.com

Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL TECH LTD. - IOMC** will stand withdrawn without any liability.

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

Yours truly,

For HCL TECH LTD. - IOMC,



Amrita Das

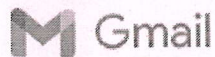
Vice President, Head-Global Rewards

Annexure I

COMPENSATION PLAN	
NAME	B.S.Mohan Prabhu
BAND	E1
DESIGNATION	Graduate Engineer Trainee
CITY	Chennai
Monthly Components (in INR)	
Basic Salary	13,000.00
House Rent Allowance	3,942.00
Advance Statutory Bonus	1,989.00
TOTAL: Monthly	18,931.00
TOTAL: Monthly Components : Annualized	2,27,172.00
Retirals & Other Benefits (in INR)	
Provident Fund	18,720.00
Medical Insurance Premium/ESIC	6,607.00
Gratuity	7,500.00
TOTAL : Retirals	32,827.00
COST TO COMPANY	2,59,999.00
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Term life Insurance Cover	20,00,000.00
Disability cover due to accident (upto)	18,00,000.00
NOTE: 1. Bserv E0.1 and E0.2 employees are to be considered under Semi-skilled Category. All other employees are under Skilled category 2. All salary components are governed by the company policies and statutory guidelines. 3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager. 4. Any personal tax liability arising out of compensation will be borne solely by the employee. 5. Gratuity to be payable as per act	

07/03/2021

Gmail - Kavya Acceptance letter from HCL TECHNOLOGIES



chandana kala <chandanakala510@gmail.com>

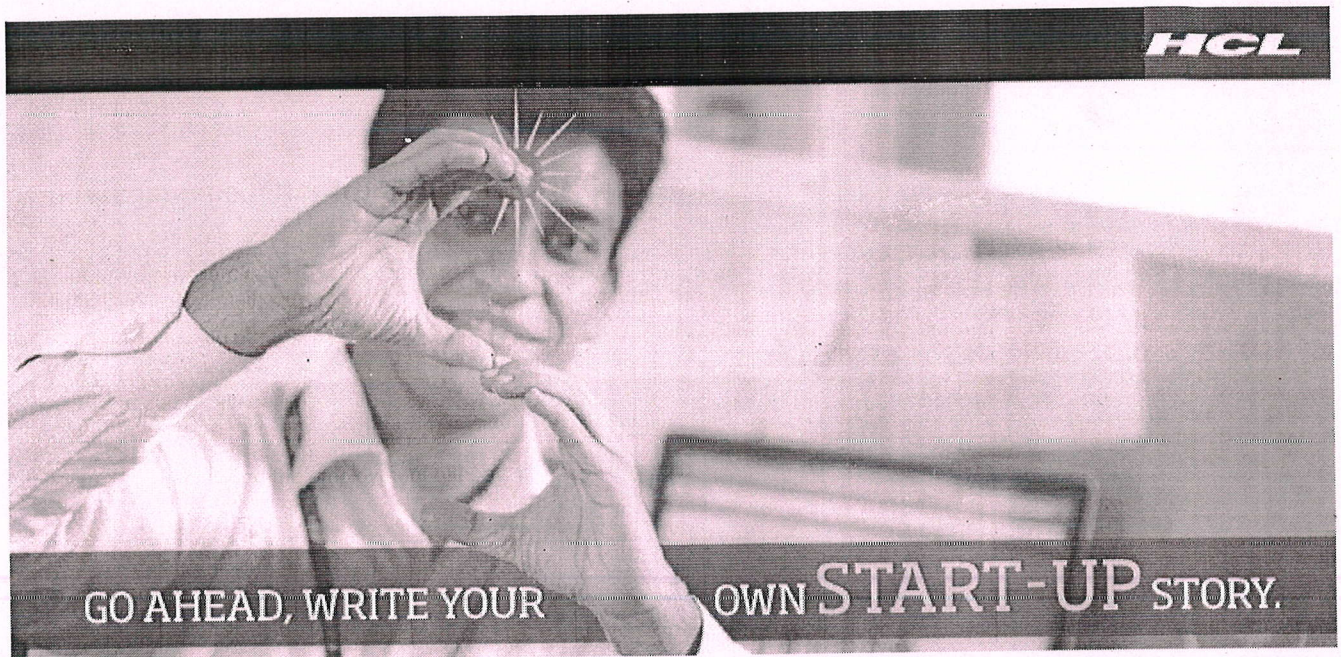
Kavya Acceptance letter from HCL TECHNOLOGIES

1 message

kavya gangineni <kavyaroyal99@gmail.com>
To: chandanakala510@gmail.com

Sat, Mar 6, 2021 at 2:29 PM

----- Forwarded message -----
From: AutomationManager@brassring.com <Enterprise@trm.brassring.com>
Date: Tue, 23 Jul, 2019, 8:55 pm
Subject: You have accepted the employment offer at HCL
To: <kavyaroyal99@gmail.com>



This is a system-generated message. Please do not reply.

Dear G Kavya,

Thank you for accepting an employment opportunity with HCL.

We are immensely pleased to welcome you to HCL—a world where everyone is an entrepreneur.

Please fill in the all necessary details and upload the necessary documents in the link sent. All the necessary/supportive documents should be filled. You should carry the offer Letter and Salary Structure at the time of joining.

If you have any queries or require / clarity on any aspect of your joining, please, feel free to contact the concerned recruiter.

www.hcltech.com | \$4.4 Billion Company | 85,000 Employees | Operating In 26 countries

<https://mail.google.com/mail/u/0?ik=6f1ecb2393&view=pt&search=all&permthid=thread-f%3A1693472490139091825&siml=msg-f%3A16934724901...> 1/1

R. Murugan
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road II
PUTTUR - 517 383, Chittoor District
PUTTUR

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

Offer Release Date August 5, 2019

Sidhu Ramya

“ ”

Andhra Pradesh, India, 517583

Sub: Offer and Appointment Letter

Dear Sidhu Ramya,

Congratulations! With reference to the interviews conducted by **HCL TECH LTD. - IOMC** (“HCL” or “Company”), we are pleased to inform you that you have been selected for employment in our organization as **Graduate Engineer Trainee in band E1**.

This position is a great match for your talent and skills, and that you will enjoy the professional challenges and growth opportunities associated with this role.

You are requested to join us on **August 6, 2019 at 9:00 A.M** at the following address, **Chennai-SEZ, SDB2 Sholinganallur 602/3**. Your joining would be subject to successful completion and compliance with the pre-joining requirements as applicable.

We at HCL believe in our colleagues showing flexibility and willingness to be deployed and rotated across the various locations, geographies and subsidiaries including our Infrastructure and BPO divisions, HCL Axon etc. In line with the same approach, we look forward to your being flexible towards your placement in – **HCL TECH LTD. - IOMC**. Your growth in this organization will be in line with your capabilities.

Your Terms and Conditions of employment are detailed in this offer and appointment letter and appended annexure(s).

Your Total Compensation will be INR 3.5 Lacs per annum outlined in Annexure I.

You will be on probation for a period of **15 months** from the date of your joining. The general terms and conditions governing your employment are outlined in Annexure II.

You will be required to sign a service agreement along with a surety amount of **INR 1.25 Lakhs** in terms of which you also bind yourself to serve the company for a period of at least of **18 months** from the date of Joining. The terms and conditions of such Service agreement shall also be deemed to form part of your contract of employment with the Company.

On the date of joining, you would be required to submit the documents listed in Annexure III. Please note that the submission of all listed documents is essential for the validity of your appointment in the Company.

1

Signature of Employee:

R. J. J. J.
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (Dt.) (A.P.)

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

Annexure IV provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

You need to have cleared all the subjects & should be a pass out of **2019 batch** for the current academic course and be able to produce a provisional certificate from your college/university at the time of joining. No candidature with standing arrears will be entertained for joining on the stated date.

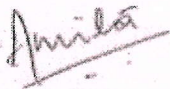
Please note that in case you are unable to report for joining on the respective date, this offer & appointment letter extended to you by **HCL TECH LTD. - IOMC** will stand withdrawn without any liability.

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

Yours truly,

For **HCL TECH LTD. - IOMC**

Authorized Signatory



Amrita Das

Vice President, Head-Global Rewards

Annexure 1

COMPENSATION PLAN	
Band	E1
Entity	Infra
Category	Delivery
City	Noida
Monthly Components (in INR)	
Basic Salary	15,069
House Rent Allowance	7,523
Advance Statutory Bonus	-
Food Wallet	-
Holiday Allowance	-
Flexi Basket*	-
Compensatory Allowance	0
TOTAL: Monthly	22,592
TOTAL: Monthly Components : Annualized	271,107

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

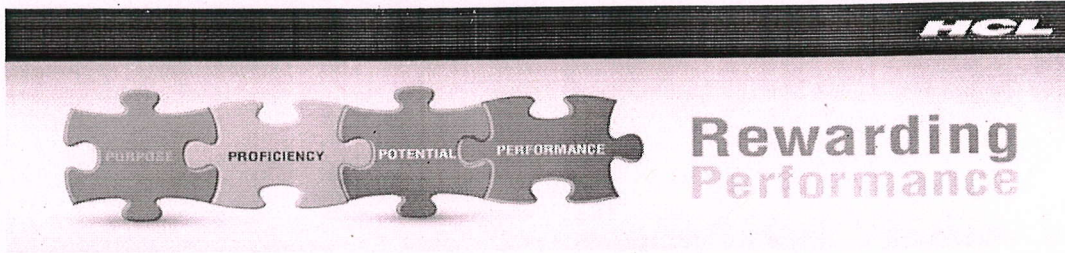
Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

Retirals & Other Benefits (in INR)	
Provident Fund	21,699
Medical Insurance Premium/ESIC	10,000
Gratuity	8,694
TOTAL : Retirals	40,393
Variable Components (in INR)	
Performance Bonus (in Rs.)	21,000
Engagement PB (paid monthly) @ 100% achievement levels	17,500
TOTAL: Variable Components	38,500
COST TO COMPANY	3,50,000
Flexi Basket Details	Max Sub limits (p.a.)
Fuel Reimbursement and Car Maintenance Charges	-
Leave Travel Assistance / Allowance	-
Car Lease Rental	-
TOTAL : Annual Flexi Basket	-
<i>Employee has an option of availing all, some or none of the Flexi Basket across various components as per annual limits and entitlements mentioned in the CTC sheet. Based on the individual declaration and actual reimbursements, any unclaimed amount will be paid as taxable to the individual</i>	
Insurance & Medical Benefits (in INR)	Max Sub limits (p.a.)
Hospitalization cost reimbursement limit	360,000
Term life Insurance Cover	2,000,000
Disability cover due to accident (up to)	1,800,000
NOTE: 1. Flexi Basket is only applicable in E2+ employees 2. All salary components are governed by the company policies and statutory guidelines. 3. This salary sheet is strictly confidential and must not be discussed with anyone other than your HCLT Reporting Manager and/or your HR Manager. 4. Any personal tax liability arising out of compensation will be borne solely by the employee. 5. Gratuity to be payable as per act	

Annexure II



September 29, 2019

Thejavathi E

1-102, Papasamudram Village, Gudipala Mandal
Chittoor, Andhra Pradesh,
India

Sub: Extension for Date of Joining

Dear Thejavathi E,

This is with reference to our offer cum appointment letter dated: September 24, 2019 Ref. No: **11796217** where in we have offered you for the position of: **Graduate Engineer Trainee**. We would like to inform you that your Date of joining has been revised to **September 30, 2019**

All the other terms and condition of the offer cum appointment letter remains the same.

Please sign and return the duplicate copy of this letter as a token of your acceptance of this and send the same back to us.

You are requested to report at 9:00 a.m. on the day of your joining. Details regarding the same have been shared with you in "Annexure V"

Yours truly,

HCL TECH LTD. - IOMC

AMRITA DAS
VICE PRESIDENT

Signed & Accepted:
Date:

Amrita Das

Vice President, Head-Global Rewards

HCL

PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)

Edit

NPS

50

X

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

31-Oct-2019

Poojitha Chandra

C8331874

2-49,kamma street,Mudipalli(vill&post),Nagari

7702363684

Dear Poojitha,

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

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering

Please refer to:

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

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% or 6.5 CGPA or more, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Pre-joiner-Learning Module: As you are aware that as part of providing our new joiners a unique learning experience, Accenture proposes a learning module- Technology Fundamentals online Learning program (Hereinafter "program"). The training module of which will be made available to you at least 45 days before onboarding to give you a reasonable time to learn at your pace and comfort. Details of which are reiterated as under:

Version 10.0 (Oct 2019)

1

Candidate's Signature _____

Reference Id: 1f9b32fa-2713-4c33-b008-c860b508119c_1
Signed By: Mohan Sekhar

- Under the program, the nine learning modules hosted on a technology platform will prepare you to be code ready.

fun
•
con
•

Tools



Mobile View



Share

technology
training

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 503, Chittoor District, A.P.

27-Apr-2019

Dear Sravya Reddy Gangi Reddy,
B.Tech/B.E., Electronics and Communication Engineering
Sikkim Manipal University

Candidate ID – 12942017

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

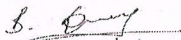
Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

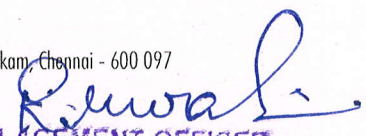
Global Head-Talent Acquisition

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

Signature :

Date:

Pl'd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam Road

PUDUCHI 605 006, Chittoor (Dt) (A.P.)

Annexure A

Name: Sravya Reddy Gangi Reddy

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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://nonecognizant.cognizant.com>->Total Rewards App for more details

08-Jul-2019

Dear K. Chandrika,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology



Candidate ID – 13447421

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,

Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:

Annexure A

Name: K. Chandrika

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to 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://nonecognizant.cognizant.com>->Total Rewards App for more details

27-Apr-2019

Dear Kolindhala Durga,
B.Tech/B.E., Electronics and Communication Engineering
Siddhartha Institute of Engineering and Technology

Candidate ID – 13008841

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:

Annexure A

Name: Kolindhala Durga

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear Padmapriya Dasaraju,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 12942006

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs. 21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

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



Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature :

Date:

Annexure A

Name: Padmapriya Dasararaju

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear Paida Pavithra,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 13009438

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

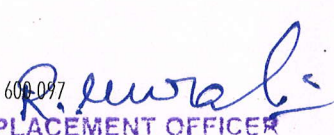
Global Head-Talent Acquisition

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

Signature :

Date:

Pl'd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PITTUR 517 583 Chittoor (Dt.) A.P.

Annexure A

Name: Paida Pavithra

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear Polluru Reshma,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 13009095

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 553 Chittoor (D.T.) A.P.

Annexure A

Name: Palluru Reshma

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear Vamsi Krishna Reddy E,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID — 13009079

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:

Annexure A

Name: Vamsi Krishna Reddy E

Designation:

Program: Net A

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear O Durga Sai Kumar,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 13008974

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in Cognizant Technology Solutions India Private Limited ("Cognizant").

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of Rs.338,005/- . This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs.21,005/- towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to Rs.383,755/- . This includes an annual incentive indication of Rs.20,000/- as well as Cognizant's contribution of Rs. 21,755/- towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:



PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam, Rouse
PUTTUR - 517 583 Chittoor (D.T.A.R.)

Annexure A

Name: O Durga Sai Kumar

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

27-Apr-2019

Dear Poolamreddy Poojitha,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology

Candidate ID – 13008949

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-** as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2.cognizant.com>

Yours sincerely,

For Cognizant Technology Solutions India Pvt. Ltd.,



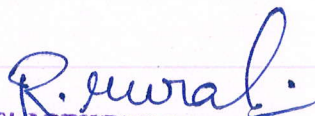
Suresh Bethavandu

Global Head-Talent Acquisition

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

Signature :

Date:


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR, 517 583 Chittoor (D.T.) (A.P.)

Annexure A

Name: Poolamreddy Poojitha

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

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

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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



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

05-Jul-2019

Dear S Saravana,
B.Tech/B.E., Electronics and Communication Engineering
Siddharth Institute of Engineering and Technology



Candidate ID – 13446679

In continuation to our discussions, we are pleased to offer you the role of **Programmer Analyst Trainee** in **Cognizant Technology Solutions India Private Limited ("Cognizant")**.

During your probation period of 12 months, which includes your training program, you are entitled to an Annual Total Remuneration (ATR) of **Rs.338,005/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,005/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity. The break up is presented in **Annexure A**.

On successful completion of the probation period, clearing the required training assessments and subject to you being part of a delivery project, your annual Total Remuneration (ATR) would stand revised to **Rs.383,755/-**. This includes an annual incentive indication of **Rs.20,000/-**, as well as Cognizant's contribution of **Rs.21,755/-** towards benefits such as Medical, Accident, Life Insurance and Gratuity.

Your appointment will be governed by the terms and conditions of employment presented in **Annexure B**. You will also be governed by the other rules, regulations and practices in vogue and those that may change from time to time. Your compensation is highly confidential and if the need arises, you may discuss it only with your Manager.

Cognizant is keen that there is a secure environment for clients and internally too. You are required to be registered with the National Skills Registry (NSR) and provide the ITPIN while joining the organization. Please refer Annexure B for more details.

Please note

- This appointment is subject to satisfactory professional reference checks and you securing a minimum of 60% aggregate (all subjects taken into consideration) with no standing arrears in your Graduation/Post-Graduation.
- Prior to commencing employment with Cognizant you must provide Cognizant with evidence of your right to work in India and other such documents as Cognizant may request.

We look forward to you joining us. Should you have any further questions or clarifications, please log into <https://campus2cognizant.cognizant.com>

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

Suresh Bethavandu
Global Head-Talent Acquisition

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

Signature :

Date:

PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P)

Annexure A

Name: S Saravana

Designation: Programmer Analyst Trainee

Sl. No.	Description	Monthly	Yearly
1	Basic	8675	104,100
2	HRA @60% of basic*	5205	62,460
3	Conveyance Allowance*	800	9,600
4	Medical Allowance*	1250	15,000
5	Company's contribution of PF #	1041	12,492
6	Advance Statutory Bonus***	2000	24,000
7	Special Allowance*	5779	69,348
	Annual Gross Compensation		297,000
	Incentive Indication (per annum)**		20,000
	Annual Total Compensation		317,000
	Company's contribution towards benefits (Medical, Accident and Life Insurance)		16,000
	Gratuity		5,005
	Annual Total Remuneration		338,005

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

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

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

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

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

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

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

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

Note: Any statutory revision of Provident Fund/ESI Contribution or any other similar statutory benefits will result in a change in the Net take home salary and the Annual Gross Compensation will remain the same. Cognizant has made this offer in good faith after expending significant time and resources in the hiring process. We hope you will join us, but appreciate your right to 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

RI'qd. Office: 115/535, Old Mahabalipuram Road, Okkiam Thoraipakkam, Chennai - 600 097



January 5, 2019

B. Gnapika
1/21, Cadasilanka Palli,
Galiveedu(M), Kadapa

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear B. Gnapika,

We are pleased to offer you an apprenticeship opportunity with DVG Technology Solutions PVT LTD.

This apprenticeship opportunity will commence from **7th January, 2019**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **2 Years** from the date of your joining and may or may not get extended / revised and the decision is purely subject to organizational need and approval from Management. Your reporting manager will be **Jaya Chandra Reddy Gudla** during the period of your apprenticeship with DVG Technology Solutions PVT LTD.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **7th January, 2019** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla
Human Resources Manager

ENCL.-

TERMS AND CONDITIONS OF CONTRACT

1

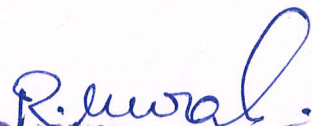
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (D.T.), A.P.



TERMS AND CONDITIONS OF CONTRACT

- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)
- You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by DVG TECHNOLOGY SOLUTIONS PVT. LTD. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
- Validity: This apprenticeship offer will not be valid and will be withdrawn under the following circumstances:
 - Not reporting to work on the accepted date
 - Not agreeing to execute the Contract Proprietary Information, Inventions and
 - Non competition Agreement on the day of joining.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583 Chittoor - D.V.A.P.



- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Date _____

Planned start date: 07.01.2019

Name: _____

Signature: _____



January 5, 2019

M Tendulkar
#7-15,
Pandiguttoo(V),
Irala(M)
Chittoor

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear M Tendulkar,

We are pleased to offer you an apprenticeship opportunity with DVG Technology Solutions PVT LTD.

This apprenticeship opportunity will commence from **7th January, 2019**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **2 Years** from the date of your joining and may or may not get extended / revised and the decision is purely subject to organizational need and approval from Management. Your reporting manager will be **Jaya Chandra Reddy Gudla** during the period of your apprenticeship with DVG Technology Solutions PVT LTD.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **7th January, 2019** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

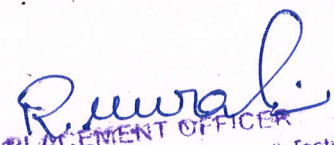
Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla
Human Resources Manager

ENCL.-

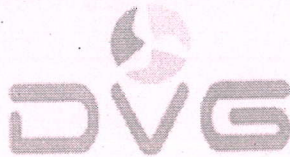
TERMS AND CONDITIONS OF CONTRACT


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR 517 583 Chittoor (D.T.) A.P.



TERMS AND CONDITIONS OF CONTRACT

- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)
- You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by DVG TECHNOLOGY SOLUTIONS PVT. LTD. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
- Validity: This apprenticeship offer will not be valid and will be withdrawn under the following circumstances:
 - Not reporting to work on the accepted date
 - Not agreeing to execute the Contract Proprietary Information, Inventions and
 - Non competition Agreement on the day of joining.



- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Date _____

Planned start date: 07.01.2019

Name: _____

Signature: _____



January 5, 2019

Pedamalli Charitha
C-159, Annamedu(V)
Naidupeta(M),
Nellore

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear Pedamalli Charitha,

We are pleased to offer you an apprenticeship opportunity with DVG Technology Solutions PVT LTD.

This apprenticeship opportunity will commence from **7th January, 2019**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **2 Years** from the date of your joining and may or may not get extended / revised and the decision is purely subject to organizational need and approval from Management. Your reporting manager will be **Jaya Chandra Reddy Gudla** during the period of your apprenticeship with DVG Technology Solutions PVT LTD.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **7th January, 2019** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla
Human Resources Manager

ENCL.-

TERMS AND CONDITIONS OF CONTRACT


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583 Chittoor (Dt.) A.P.



TERMS AND CONDITIONS OF CONTRACT

- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)
- You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by DVG TECHNOLOGY SOLUTIONS PVT. LTD. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
- Validity: This apprenticeship offer will not be valid and will be withdrawn under the following circumstances:
 - Not reporting to work on the accepted date
 - Not agreeing to execute the Contract Proprietary Information, Inventions and
 - Non competition Agreement on the day of joining.



- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Date _____

Planned start date: 07.01.2019

Name: _____

Signature: _____



January 5, 2019

Siddam Jayachandra Naidu
18-2-273 Abbana Colony
Tirupati
Chittoor

Subject: Offer of Apprenticeship with DVG TECHNOLOGY SOLUTIONS PVT. LTD

Dear Siddam Jayachandra Naidu,

We are pleased to offer you an apprenticeship opportunity with DVG Technology Solutions PVT LTD.

This apprenticeship opportunity will commence from **7th January, 2019**. During apprenticeship, you will be awarded a stipend of **Rs. 10,000/- (Rupees Ten Thousand only)** per month and will be subject to TDS. Your assignment will be valid for a period of **2 Years** from the date of your joining and may or may not get extended / revised and the decision is purely subject to organizational need and approval from Management. Your reporting manager will be **Jaya Chandra Reddy Gudla** during the period of your apprenticeship with DVG Technology Solutions PVT LTD.

You will also be required to read through the terms and conditions of the offer and will be required to sign the same as your confirmation to adhere to the conditions specified. Your apprenticeship may be terminated without notice for reasons deemed unacceptable as per the code of conduct or any breach of the terms and conditions and / or if your performance is not as per expected standards, defined by your reporting manager. Please sign a copy of this apprenticeship letter confirming your acceptance to join us on or before **7th January, 2019** failing which this apprenticeship offer stands void.

We look forward to a mutually rewarding association with you at DVG Technology Solutions PVT LTD.

Yours sincerely,

For DVG TECHNOLOGY SOLUTIONS PVT. LTD.

JayaChandra Reddy Gudla
Human Resources Manager

ENCL.-

TERMS AND CONDITIONS OF CONTRACT


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor (D.T.), A.P.



TERMS AND CONDITIONS OF CONTRACT

- You will abide by all the rules, regulations and policies of the company. DVG TECHNOLOGY SOLUTIONS PVT. LTD reserves the right to amend such policies as needed.
- You will perform, observe and conform to such duties, directions and instructions assigned or communicated to you by the company and those in authority over you.
- You will be responsible for the safekeeping of all the company's properties and return in good condition, all the company's properties that may be in your use, custody or charge when demanded or on termination of the contract.
- You hereby assign all right, title and interest in any work produced by you pursuant to your assignment to us and acknowledge that we are contractually obligated to further transfer such produce.
- You agree to keep confidentiality and not use for any purpose any proprietary or confidential information of DVG TECHNOLOGY SOLUTIONS PVT. LTD, except as may be authorized in writing by us.
- During the period of your apprenticeship, you will not be entitled to any of the privileges and benefits availed by the employees on the rolls of DVG TECHNOLOGY SOLUTIONS PVT. LTD.
- You will be entitled to 1 day of leave per month during your apprenticeship with the organization
- At any time during this period, DVG TECHNOLOGY SOLUTIONS PVT. LTD. can terminate this service with 30 days' notice in advance.
- If, at any time during the term of the contract, you would like to leave DVG TECHNOLOGY SOLUTIONS PVT. LTD., you would have to pay a compensation to the organization totaling to a sum of ₹ 2,00,000 (Two Lakh Rupees Only)
- DVG TECHNOLOGY SOLUTIONS PVT. LTD may at any point of time decide directly or through a third party carry out a detailed verification of the reference and validation of credentials submitted by you (background check)
- You also hereby consent and agree to any amendments to these Terms and Conditions of Agreement, as deemed necessary by DVG TECHNOLOGY SOLUTIONS PVT. LTD. You will, in addition to the terms and conditions of agreement specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities, as may be applicable to you.
- Validity: This apprenticeship offer will not be valid and will be withdrawn under the following circumstances:
 - Not reporting to work on the accepted date
 - Not agreeing to execute the Contract Proprietary Information, Inventions and
 - Non competition Agreement on the day of joining.



- Not agreeing to execute the User Access Agreement on the day of joining.
- Not agreeing to execute the Code of Conduct Agreement on the day of joining.
- Unsatisfactory feedback on your credentials from any of the references furnished by you.
- Any other essential information that has been suppressed or falsely provided.
- Not entering into the training agreement on the day of joining.

If the terms of our offer are acceptable to you, please return the duplicate copies of the attached documents duly signed. It may be noted that, if you do not report for training on the date mentioned below, it will be deemed that you are not interested in our offer and the same will stand automatically withdrawn with effect from the said date.

I have read through my offer and the terms and conditions and hereby accept the same.

Date _____

Planned start date: 07.01.2019

Name: _____

Signature: _____

Annexure A

At the time of joining, you are requested to bring the following documents in Original along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to be removed from the service without any notice.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

B B Srinivasulu
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

R. Suresh
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583 Chittoor (Dt.) A.P.

CONFIDENTIAL

NTT DATA Global Delivery Services Private Limited

18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91 80 2605 9482 Fax: +91 80 2053 0012

30 April 2019

CHAMARTHI MANASA

Siddharth Institute of Engineering & Technology Puttur

Dear CHAMARTHI MANASA,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

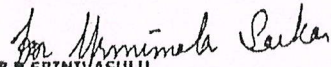
The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,

FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED


B. S. SRINIVASULU

VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 30 Apr 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
(CHAMARTHI MANASA)

Date: _____

CONFIDENTIAL

CIN: U74899KA1989PTC108577 | Phone: +91.80.2605.9482 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited, 18 & 18/1, South End Road, Basavanagudi, Bangalore, Karnataka, India. 560004

Scanned by CamScanner
Scanned with CamScanner

NTT DATA Global Delivery Services Private Limited
18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91 80 2665 9482 Fax: +91 80 2663 0912
30 April 2019

NTT DATA
Services

LIKHITHA CHAPPIDI
Siddharth Institute of Engineering & Technology Puttur

Dear LIKHITHA CHAPPIDI,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

B B Srinivasulu
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 30 Apr 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
(LIKHITHA CHAPPIDI)

Date: _____

CONFIDENTIAL

CIN: U74899KA1989PTC106577 | Phone: +91.80.2665.9482 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited, 18 & 18/1, South End Road, Basavanagudi, Bangalore, Karnataka, India, 560004

R. Suresh
PLACEMENT OFFICER

Siddharth Institute of Engineering & Technology
Siddharth Nagar, Narayanavanam Road &
Puttur 517 583 Chittoor Dist. A.P.

NTT DATA Global Delivery Services Private Limited

18 & 18/1, South End Road,
Basavanagudi, Bangalore 560 004 India
Tel: +91 80 2665 9482 Fax: +91 80 2665 3012

30 April 2019
MOUNIKA K

Dear MOUNIKA K,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc., during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month. Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

for Mounimata Sankar
B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 30 Apr 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
(MOUNIKA K)

Date: _____

CONFIDENTIAL

CIN: U74899KA1989PTC106577 | Phone: +91.80.2665.9482 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited, 18 & 18/1, South End Road, Basavanagudi, Bangalore, Karnataka, India, 560004

R. Suresh
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavaram Road
PUTTUR 517 583 Chittoor Dist. A.P.

2019/5/1 21:30

NTT DATA Global Delivery Services Private Limited

18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2663.0912

30 April 2019

NAVEEN D

Siddharth Institute of Engineering & Technology Puttur

Dear NAVEEN D,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,

FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

B B Srinivasulu

B B SRINIVASULU

VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 30 Apr 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
(NAVEEN D)

Date: _____

CONFIDENTIAL

CIN: U74899KA1989PTC106577 | Phone: +91.80.2665.9482 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited, 18 & 18/1, South End Road, Basavanagudi, Bangalore, Karnataka, India, 560004

R. Luvra
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar Narayanavanam Road

PUTTUR, 517 503, CHENNAI-600 004

NTT DATA Global Delivery Services Private Limited

18 & 18/1, South End Road
Basavanagudi, Bangalore 560 004 India
Tel: +91.80.2665.9482 Fax: +91.80.2653.0912

30 April 2019

R Ramya

Siddhartha Institute of Engineering & Technology Puttur

Dear R Ramya,

With reference to your application and the subsequent discussion(s) that we had, we are pleased to offer you **Services IT Development Program Senior Associate II** with NTT DATA Global Delivery Services Private Limited (hereinafter referred to as "the Company") subject to below terms and condition. Please note that your subsequent employment with the Company is subject to your completing the training as given below.

Please note that this offer does not give you the employee status of the Company. Your appointment as **Technical Graduate Trainee** comes into effect only after completing the joining formalities with the Company and subject to the below Terms and Conditions. This communication does not confer you with any right against the company until you join for training.

You will be undergoing a training program anywhere in India and at the end of which, you will be evaluated. Company shall determine as necessary, the period of training on the basis of your performance during the training period. Please note that the duration of the training period shall depend on our evaluation of your skill, project, domain, etc. during the evaluation tests conducted by the Company. The discretion with respect to determining the duration of training period shall vest solely with the Company.

On your start date, please bring the documents as per Annexure A. During the training you will be given a stipend of Rs. 12,000 per month.

Please note that the offer of appointment and continuation of employment thereof is subject to successful completion of your:

- Qualifying exams with maximum of 2 arrears during the entire course, no pending arrears on completion of course and having minimum of 60% aggregate.
- Induction training on joining the Company with a minimum score of 65% in the final evaluation on completion of the training.

On successful completion of your training, you will be appointed as a **Services IT Development Program Senior Associate II** in Grade 5 and will be on probation for an initial period of 6 months. Your confirmation is subject to evaluation of performance, which will happen subsequent to completion of the probation period. Your services will be confirmed, extended or terminated in writing. Till such letter is issued, you will continue to be on probation.

Your total compensation inclusive of all benefits will be Rs 350,000 during probation and on confirmation and the same will be subject to a deduction of tax at source in accordance with the prevailing laws.

The retirement age is 62 years. This contract of employment can be terminated by either party by giving a notice period of 30 days for employees on probation and 60 days for employees who have been confirmed in your Salary Grade. Either party is not bound to give any reasons thereof.

A formal letter communicating your location (anywhere in India and can include Company's affiliate offices across India) and date of joining will be sent to you at a later period. We will endeavor to give you adequate notice so that you can make necessary arrangements and travel plan. At the time of joining, you are requested to submit the documents as per Annexure A. You shall be on the rolls of companies establishment at Bangalore and this offer shall be subject to jurisdiction of Bangalore, Karnataka.

This is an offer of appointment. On your acceptance, a detailed formal letter of appointment will be issued to you at the time of joining.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED

B B Srinivasulu

B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

We request you to please read and sign the enclosed copy of this letter and return it by 30 Apr 19 to indicate your acceptance of this Offer. I agree & accept employment on the terms and conditions mentioned in this letter.

Signature: _____
(R Ramya)

Date: _____

CONFIDENTIAL

CIN: U74899KA1989PTC106577 | Phone: +91.80.2665.9482 | www.nttdataservices.com

Regd. Office: NTT DATA Global Delivery Services Private Limited, 18 & 18/1, South End Road, Basavanagudi, Bangalore, Karnataka, India, 560004

Scanned by CamScanner
PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR, 517 583 Chittoor (D.V.A.P.)

Annexure A

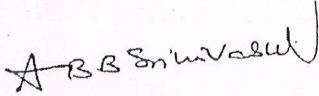
At the time of joining, you are requested to bring the following documents in **Original** along with two copies of each. The original certificates are required for verification only and will be returned the same day.

1. Certificates & mark sheets supporting your educational qualifications:
 - a. Xth Certificate and mark sheet
 - b. XIIth Certificate and mark sheet
 - c. Degree Certificate/Provisional Certificate and individual semester mark sheets, consolidated mark sheets, course completion certificate (for each graduation / post graduation)
2. Three copies of your recent Passport size color photograph (white background)
3. Copy of NTT DATA Global Delivery Services Private Limited offer letter and completed pre-employment form
4. You are required to carry your passport at the time of joining

For any further clarification you can mail to Campus.Connect@nttdata.com.

If any declaration given or furnished by you to the company proves to be false or if you are found to have willfully suppressed any material information, in such a case, you will be liable to be removed from the service without any notice.

Yours sincerely,
FOR NTT DATA GLOBAL DELIVERY SERVICES PRIVATE LIMITED


B B SRINIVASULU
VICE PRESIDENT- TALENT ACQUISITION

CONFIDENTIAL



Offer: Computer Consultancy
Ref: TCSL/DT20184660241/Hyderabad
Date: 09/10/2018

Ms. M S Roshini
Maddipatlapalli(Village),Mpaipalli(Post),Irala Mandal,Chittoor District,
Beside Temple,
Maddipatlapalli-517131,
Andhra Pradesh.
Tel# -9441812911

Dear M S Roshini,

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
TCSL/DT20184660241

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

R. Murugan
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam Road,

PUTTUR 517 583, Chittoor (Dt) A.P.



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 ₹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
TCSL/DT20184660241

4

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



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	M S Roshini
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

TCS Confidential

TCSL/DT20184660241

12

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



Annexure 2

Regional Offices

Ahmedabad Lead -Talent Acquisition Tata Consultancy Services Infocity, Info Tower 1, 5 th Floor, Airport Road, Gandhinagar - 382 009 Tel: 079 - 66712600 Fax: 079 - 66712601	Bangalore Lead -Talent Acquisition Tata Consultancy Services VYDEHI RC-1 BLOCK, 82, EPIP, Whitefield, Bangalore - 560 066 Tel: 080 - 67247000 Fax: 080 - 28410114
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	Delhi Lead-Talent Acquisition Tata Consultancy Services 5 th Floor, PTI Building, 4, Parliament Street, New Delhi - 110 001 Tel: 011 - 66506555 Fax: 011 - 23311735
Hyderabad Lead-Talent Acquisition Tata Consultancy Services Deccan Park, No. 1 software Units Layout, Madhapur, Hyderabad - 500 081 Tel: 040 - 66672000 Fax: 040 - 66672222	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
Lucknow Lead -Talent Acquisition Tata Consultancy Services 1\1, Vibhuti Khand, Gomti Nagar, Lucknow - 226 010 Tel: 0522 - 6661001 Fax: 0522 - 6661001	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
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	Thiruvananthapuram Lead - Talent Acquisition Tata Consultancy Services Peepul Park, Technopark Campus Karyavattom p.o. Thiruvananthapuram - 695 581. Tel - 0471- 2519400 Fax - 0471- 2519499



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 of 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.



Ref: TCSL/DT20184656330/1263402/Bangalore

Date: 16 July 2019

MR. Y RAJA SEKHAR

4_10 Settivanatham(V&P),S.R Puram(M),Chittoor(D),

Shivalayam Temple, Chittoor,

Andhrapradesh-517167.

Tel# 918247518298

Sub: Joining Letter

Dear Mr. Y Raja Sekhar,

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

We are pleased to inform you that your joining date at TCSL will be **19th August 2019** and your training location is **Bangalore** . This has been provided considering your preference and business requirements.

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

Tata Consultancy Services

Gate 1 No 42,

Think campus Electronic City phase II,Karnataka,

Bangalore, Karnataka-560100.

(Route map of the TCS Xperience Program Center can be viewed on TCS NextStep>> ILP Corner>>ILP Centres)

Contact Person: Ms. Sarita Patil

Phone: 9108067242000

Email Id: sarita.patil@tcs.com

(Contact Hours: Monday - Friday, 9 AM to 6 PM)

Private and Confidential

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Akruti Business Port Gateway Park Road NO.13 MIDC Andheri Mumbai 400 093 India

Tel 91 22 6779 6868 Fax 91 22 6779 6855 Website www.tcs.com

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

R. Iyengar
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar Marayanaavan Road

CHITTOOR 517 582 CH. (M.A.P.)

Page | 1



TCS Xperience Program

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

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

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

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

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

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

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



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

Gear up to experience the future!!

Warm regards,

Damodar Padhi
Vice President & Global Head - Talent Development



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



Ref: TCSL/DT20184656330/1263402/Bangalore

Date: 16 July 2019

MR. Y RAJA SEKHAR

4_10 Settivanatham(V&P),S.R Puram(M),Chittoor(D),
Shivalayam Temple, Chittoor,
Andhrapradesh-517167.
Tel# 918247518298

Sub: Joining Letter

Dear Mr. Y Raja Sekhar,

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

We are pleased to inform you that your joining date at TCSL will be **19th August 2019** and your training location is **Bangalore**. This has been provided considering your preference and business requirements.

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

Tata Consultancy Services

Gate 1 No 42,

Think campus Electronic City phase II,Karnataka,
Bangalore, Karnataka-560100.

(Route map of the TCS Xperience Program Center can be viewed on TCS NextStep>> ILP Corner>>ILP Centres)

Contact Person: Ms. Sarita Patil

Phone: 9108067242000

Email Id: sarita.patil@tcs.com

(Contact Hours: Monday - Friday, 9 AM to 6 PM)



TCS Xperience Program

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

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

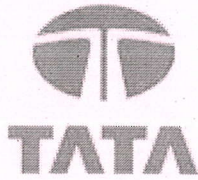
The duration of your TCS Xperience Program is based on business requirements.

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

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

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

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



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

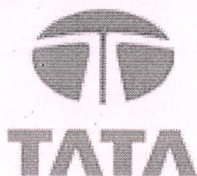
Gear up to experience the future!!

Warm regards,

Damodar Padhi
Vice President & Global Head - Talent Development



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



Offer: Computer Consultancy
Ref: TCSL/DT20184672911/Hyderabad
Date: 05/02/2020

Ms. Sireesha Maliseti
7/75-1Vm Puram(V), Velagacherla(P),
Penagalur(M), Kadapa(D),
Kadapa-516127,
Andhrapradesh.
Tel# 91-8978002590

Dear Sireesha Maliseti,

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.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20184672911

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

R. Murah
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road,
PUTTUR 517 583 Chittoor (D.A.P.)



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

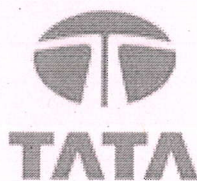
You will be eligible for annual Leave Travel Allowance which is equivalent to one month's basic salary or a pro-rata amount in case you join during the financial year. This will be disbursed on a monthly basis along with the monthly salary. To avail income tax benefits, you need to apply for a minimum of three days of leave and submit supporting travel documents.

3. Personal Allowance

You will be eligible for a monthly personal allowance of ₹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.

**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms



Offer: Computer Consultancy
Ref: TCSL/DT20184672911/Hyderabad
Date: 05/02/2020

Ms. Sireesha Maliseti
7/75-1Vm Puram(V), Velagacherla(P),
Penagalur(M), Kadapa(D),
Kadapa-516127,
Andhrapradesh.
Tel# 91-8978002590

Dear Sireesha Maliseti,

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.

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

After you accept this offer, you will be given a joining letter indicating the details of your joining date and initial place of posting. The Joining letter will be issued to you only upon successful completion of your academic course, you meeting the TCS eligibility criteria & you completing the mandatory pre-joining learning curriculum named TCS Xplore/ TCS Xperience (detailed under Terms & Conditions). You will also be issued a letter of appointment at the time of your joining after completing joining formalities as per company policy. Your offer is subject to a positive background check.

TCS Confidential
TCSL/DT20184672911

1

TATA CONSULTANCY SERVICES

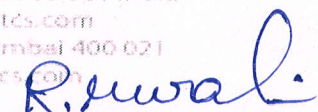
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583, Chittoor (Dt.) (A.P.)



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 ₹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.

**Withdrawal of Offer**

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

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

We look forward to having you in our global team

Yours Sincerely,

For TATA Consultancy Services Limited

K Ganesan
Global Head Talent Acquisition & AIP



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

Encl: Annexure 1: Benefits and Gross Salary
Annexure 2: List of TCS Xplore Centres
Annexure 3: Confidentiality and IP Terms



Offer: Computer Consultancy
Ref: TCSL/DT20184313501/Hyderabad
Date: 09/10/2018

Ms. Gowthami C
13-46/6Jandamanu Street,
Puttur,
Puttur-517583,
Andhra Pradesh.
Tel# 91-9441574791

Dear Gowthami C,

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
TCSL/DT20184313501

1

TATA CONSULTANCY SERVICES

Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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

Ramala
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor (D.T.) (A.P.)



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 ₹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.

**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

TCS Confidential
TCSL/DT20184313501

11

TATA CONSULTANCY SERVICES

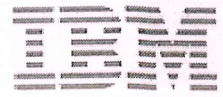
Tata Consultancy Services Limited

Deccanpark, No 1 Software Units Layout, Madhapur, Hyderabad 500 081 India

Tel: 91 40 6667 2000 Fax: 91 40 6667 2222 Website: www.tcs.com

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

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



January 6, 2021

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

Dear DIVYASRI MUTHUKURU

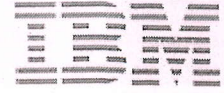
At IBM you can innovate breakthroughs and help make life changing impact. We are experts in nearly every technical, scientific and business field. As IBMers, we are proud to apply our expertise in countries we are citizens of; all united by a single purpose: to be essential.

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

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

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





January 6, 2021
IBM India Private Limited
Manyata Embassy Business Park,
G2 Block, Nagwara Outer Ring Road,
Bangalore - 560045, India.
Tel : 91-80-49139999
<http://www-07.ibm.com/in/careers/>

Dear DIVYASRI MUTHUKURU

We are pleased to offer you the position of Associate Systems Engineer, in band 06G at IBM India Pvt Ltd (IBM or Company). The terms and conditions of your employment contract at IBM are detailed below. Please read these important details carefully, including your compensation and benefits.

Initially, you will have to undergo an IBM trainee program specially designed for all college campus hires. This training is to enable you to acclimatize to the industry and post qualifying, accelerate your transition to a live project.

You must complete your formal course of education, including final semester examinations to establish your qualifications, before joining. Further, this offer is contingent upon your obtaining the degree, consistent academic performance, minimum aggregate or equivalent of 65% or 6.5 CGPA in Bachelors & Post-Graduation and 60% or 6.0 CGPA in SSLC or X, HSC/PUC/XII, Diploma or the equivalent, failing which IBM may, at its sole discretion, withdraw this offer of employment.

Acceptance and Commencement

Your appointment will be effective on your joining date, i.e January 11, 2021. Please contact us immediately if you require an alternative joining date. If you do not confirm your acceptance or we are unable to set an alternative date, this offer will be withdrawn.

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

- Accept this offer by selecting the 'accept' option at the bottom of the form. Please note that if you do not provide your acceptance, you will not be allowed to join on the joining date specified above.
- On your first day of employment, please report at 9:00 am to the Main Lobby located at Block D3, Manyata Embassy Business Park, Nagawara Outer Ring road, Bangalore-560045.

If you have questions about your First Day Documentation, send an email to eschoolhiring@in.ibm.com

On your joining date, please bring (i) 1 copy of this letter duly signed and dated by you (ii) 2 self photographs (passport size, color with white background) (iii) One set of print outs of the completed on boarding forms &


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PITTUR 517 583 Chittoor (D.T.) A.P.



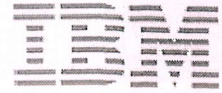
Originals (iv) Aadhaar number (If you do not have one, please apply immediately and provide the enrolment number on the day of onboarding). This is required to facilitate remittance of your provident fund to the Employees Provident Fund Organization, as well as for any other purposes that may be required by statutory and regulatory authorities. Please note that Aadhaar is currently not mandatory for employees who do not hold an Indian passport, hence please notify us in advance if you fall within this category (v) Two sets of photocopies of the following mandatory documents:

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

Please contact us via eschoolhiring@in.ibm.com for any queries regarding your employment offer.

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

- Your employment with the Company is at all times subject to you having a valid work permit from the Government of India. It is your responsibility to obtain and maintain throughout your employment a valid work permit. A copy of the work permit needs to be furnished by you on the date of on boarding, failing which you will not be permitted to join.
- You are required to join work at your onboarding location, where you may be assigned to a specific training stream based on business requirements. You will undergo training at a specified location for a specified duration of time. (Your training location and the duration of training may change due to business requirements). You will be expected to undergo your training in any skill at the discretion of the Company.
- You acknowledge that the technology industry undergoes rapid transformations and structural changes. In this context, IBM frequently enters into agreements with other entities, including outsourcing arrangements, transitions, mergers, acquisitions, divestitures and other corporate actions. If any such action relates to your role / position, you agree to cooperate with IBM and take any necessary steps to ensure a smooth transition.

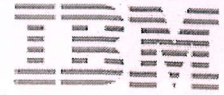


- After the successful completion of the training program, you are expected to join your allocated posting in any location across India as specified by the Company. This may be different from your joining location. Please also note that, your services are transferable and you may be assigned to any office of IBM, a subsidiary, or associate company, or may be required to work out of a client location. In such case, you will be governed by the policies of that location. Any refusal to take up the assignment or projects assigned to you for any reason whatsoever, including location preferences, will be deemed to be a refusal to follow instructions of the Company, and may result in strict action against you, including termination of your services with the Company.
- (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).
- Your offer is contingent upon you agreeing to authorize IBM to recover a sum of INR 100000/- (Rupees One Lakh Only) as cost incurred towards your training during the course of your employment, in the event your services with IBM are terminated for whatever reason, including your resignation from services, within a period of 12 months from the date of your joining IBM or if you are absconding from work for a period of 8 days which will lead to eventual termination of your employment.
- Your appointment and continued employment at IBM is conditional upon satisfactory reference & background checks including verification of your application materials, education and employment history. Your employment is also contingent upon your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer). If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- Your designation may be changed at the discretion of the Company depending on the work assigned to you.
- You may be required to travel on Company work and you will be reimbursed expenses as per Company policy.
- If you are absent for a continuous period of 8 days without leave or obtaining your manager's approval, you will be deemed to have voluntarily terminated your service without notice.
- You will be on probation until your successful completion of the probationary period is confirmed in writing. The normal probation period is [1] year but may be extended or confirmed earlier based on your performance and at your manager's discretion. At any time during your probationary period, either you or the Company may terminate your service by giving 30 days notice or basic salary in lieu thereof.
- You may be required to undergo certain training and assessments from time to time. You are expected to successfully complete the training and pass the assessment(s) to the satisfaction of IBM. Failure to pass these assessments, as determined solely by the company will be deemed as a failure to comply with the standards of performance required by the company.
- Upon completion of your probation period and confirmation as a regular employee, you or the Company may terminate your service at any time by giving 90 days notice or basic salary in lieu thereof. However due to exigencies of business the Company may at its sole discretion reject the salary in lieu of notice and ask you to serve the entire or part of the notice period. You shall not be



deemed to have been relieved of your services except upon issue of a letter by the Company to that effect.

- IBM encourages and fosters a culture of strong performance from its employees. Accordingly, during your service with IBM, you will be required to comply with the following:
 - The Company presents multiple opportunities across technologies to support employees develop their skills and build their career. You shall maintain a satisfactory level of performance at all times.
 - You agree to utilize IBM's resources, materials and training programs as applicable, and shall ensure that your skills are at all times current and relevant to IBM's business.
 - You may be required to undergo certain training and assessment programs from time to time and shall complete the same to the satisfaction of IBM.
 - You also understand and acknowledge that IBM requires its employees to be productively and effectively utilized at all times. IBM maintains listings of open positions on its internal job postings page. If you are no longer deployed on a project/ assignment, you shall search for positions that are commensurate with your skills and experience and ensure you are effectively utilized. If selected for such positions, your movement to these positions will be subject to IBM's processes and policies.
 - You will be aware that the Company works on a round the clock model depending on customer needs. You hereby consent, should your role require it, to working on any shift, including night shift, to support the business requirements of the Company.
 - Your compliance with the above terms and conditions shall be reviewed from time to time, and shall be an integral condition of your continued employment with IBM.
- You will retire from the services of the Company on attaining 58 years. Retirement action will be performed one day prior to the last working day of the retiring month.
- Upon your resignation or retirement from the Company or termination of your services, you are required to return all assets and property of the Company such as documents, machines, data, files and books etc. (including but not limited to leased properties).
- Any and all of the terms and conditions of service may be modified or changed at the Company's discretion.
- Your individual remuneration is strictly confidential and is detailed in Annexure A. It has been determined based on numerous factors such as your job, skills-specific background, and professional merit. This information and any changes made therein should be treated as personal, confidential and should not be disclosed to any person without IBM's prior written authorization.
- You will, by default, be enrolled in IBM's Group Medisave Insurance Policy, unless you choose to opt out. A nominal premium will be charged to you for the same, for as long as you participate in the Policy. All benefits as outlined herein and in IBM policies are subject to change at the Company's discretion. You will be entitled to privilege leave in accordance with the Company's policy as applicable from time to time.
- It is your responsibility to notify the Company of any changes in your personal information within 3 working days. All notices shall be considered duly and properly delivered to the address on file with the Company.
- During your service with the Company, you are expected to devote your whole time and attention to the Company's affairs and refrain from directly or indirectly engaging in any other employment or business in any role or capacity.

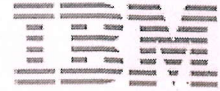


- Information pertaining to IBM operations and intellectual property is confidential as detailed in Annexure B. You will also be bound by more specific non-disclosure agreements on sensitive issues based on business requirements. If you are bound by a confidentiality agreement with a previous employer, you must notify the Company and indemnify the Company against any breach thereof.
- All employees are required to read and comply with IBM's Business Conduct Guidelines and sign a statement to this effect. Any breach of the Guidelines or the terms and conditions of employment may result in termination of your services without notice or compensation.
- If any information furnished by you in your application for employment or during the selection process is found at any time during your employment to be incorrect or false, and/or if you have suppressed material information regarding your qualifications and experience, the Company may terminate your services without notice or compensation.
- You hereby agree to abide by all the rules and regulations of the Company and accept the policies and processes of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the rules, regulations or policies and the same shall be binding on you.
- This offer is conditional upon your having a valid Passport. If you do not have a passport as of the date of this offer, you are required to apply for one immediately and produce the relevant acknowledgement on the day of your on boarding. Should you be denied a passport or if you are otherwise unable to produce a copy of your passport, IBM shall be entitled to terminate your employment for cause. It is a condition of your employment that you have a valid passport at all times.
- You will be required to register your profile with National Skills Registry once you join IBM. The details on the National Skills Registry are available on www.nationalskillsregistry.com. To complete the registration process, you will be required to submit a photograph, a photo identity proof and registration fee of INR 300 + (Service taxes as applicable) – which includes INR 50/- annual usage fee at the POS (Point of Service) helpdesk at IBM office Registration with National Skills Registry is mandatory and should be completed within 30 days from your date of joining.
- You will be required to provide the Aadhaar Number on the day of onboarding and the same must be updated on the HR Systems mandatorily within 30 days of your onboarding. Please do ensure that the name as per Aadhaar is exactly the same as the name given by you to IBM, and that appears on this employment contract. In case there is a mismatch please have the same rectified with Aadhaar authority (UIDAI) prior to onboarding.
- You shall be entitled to the following benefits when you join at the training location. These amounts are subject to applicable income taxes, and shall not be considered a part of your salary for the purpose of any statutory deductions:

Settling in Allowance – A one-time amount of INR 25000 towards settling-in allowance will be paid to you upon joining the Company. The payment timeline is subject to the date of joining and the company payment cut-off date. For example: if your date of joining is between 1st to 10th of the month then the payment will be processed in the same month of joining else it will be processed in the subsequent month of joining. This amount is intended to offset any and all expenses applicable during the joining process of the employee (e.g., relocation expenses like travel, stay, conveyance etc. during initial training and first project deployment post training) – no additional amounts are payable or reimbursable. This amount will be paid as a fixed lump sum amount in your payroll and you will not be required to submit receipts for any expenses incurred. Please note that this settling-in allowance is subject to appropriate income tax deductions as per applicable law. If you resign from IBM, or your



employment is terminated for any reason, within 1 year from your joining date, you agree that you will repay the entire settling in allowance to IBM. You may be required to repay to IBM any taxes that were deducted from your settling in allowance and paid to the income tax authorities, subject to applicable law, and if such amounts cannot be reclaimed by IBM, IBM may recover all such amounts from your final settlement.



IBM CONFIDENTIAL

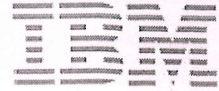
ANNEXURE A

DATE	January 6, 2021		
NAME	DIVYASRI MUTHUKURU	BAND	06G
DESIGNATION	Associate Systems Engineer	LOCATION	Bangalore
<u>Compensation Components</u>		<u>IBM Offer (in INR)</u>	
1. Annual Basic Salary		180000	
2. Annual Flexible Benefit Plan (FBP)		214760	
3. Annual Reference Salary (ARS)		394760	
4. Retirals			
a) Provident Fund (PF)		21600	
b) Gratuity @ 4.8%		8640	
5. Annual Reference Salary + Retirals		425000	

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

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

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



OTHER BENEFITS:

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

OTHER COMMITMENTS/ CONDITIONS



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

Signed By – IBM Authorized Signatory
Talent Acquisition Leader ISA

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

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

SIGNATURE

PRINTED NAME

DATE OF JOINING

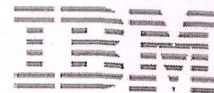
DATE

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

SIGNATURE

PRINTED NAME

DATE



IBM CONFIDENTIAL

Explanation of Compensation Components

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

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



IBM CONFIDENTIAL

Other Benefits- Additional Information*

Group Term Life and Accident Rider Coverage Scheme

Group Term Life Insurance Plan:

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

Group Personal Accident Plan:

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

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

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

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

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

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

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

Critical Illness Buffer

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



Domiciliary Benefit

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

National Pension System (NPS)

NPS is a voluntary defined contribution-based scheme option provided to all IBM India Regular employees. It's a tax saving retirement vehicle for which you can enroll by declaring your monthly contribution, minimum Rs. 500 per month and maximum of 10% of your Flexible Benefit Plan, on IBM Intranet. You can find more details about this program on IBM intranet.

Compensation under Employees Compensation Act

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

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

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

Maternity Benefit:

All women IBM employees are entitled for maternity benefits in accordance with the Maternity Benefit Act, 1966 and IBM Maternity Leave Policy as may be amended from time to time. These benefits currently include:

1) Maternity Leave for:

- a) Delivery: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 26 weeks of maternity leave with full pay of which not more than 8 weeks shall precede the expected delivery date.
- b) Miscarriage/Medical termination: In case of miscarriage or medical termination of pregnancy, a women employee is entitled to 6 weeks of leave with full pay immediately following the day of miscarriage or medical termination of pregnancy.
- c) Tubectomy: In case of tubectomy operation, a women employee is entitled to 2 weeks of leave with full pay immediately following the day of her tubectomy operation.
- d) Illness: Women employees suffering from illness arising out of pregnancy, delivery, premature birth of child, miscarriage, medical termination of pregnancy or tubectomy operation are entitled to an additional period of 4 weeks leave with full pay.

2) Leave for Adoption/Surrogacy: Women employees who have been in continuous service for at least 80 days in the 12 months prior to the commencement of maternity leave are entitled to up to 12 weeks of maternity leave with full pay upon the adoption of a child or in case the employee has used the surrogacy arrangement.



3) Group Medical Insurance Policy covers expenses for pre and post natal consultations, prescribed medications and prescribed investigations incurred up to 60 days after maternity. The expenses covered are up to a maximum of INR 10,000 per maternity event. This benefit is a sub limit of the maternity benefit of INR 50,000 and is reimbursed on production of complete and detailed bill and documents.

4) Women employees returning from Maternity can opt for work from home option if the role or function allows for remote working.

Kindly refer IBM Maternity leave policy and IBM Flexible work option policy in effect from time to time for more details in respect of the above benefits. For additional information including in relation to child care, please get in touch with your Manager or Human Resources Partner.



Important Letter on Transfer / Relocation / Type of Work Assigned

Date – January 6, 2021

Dear DIVYASRI MUTHUKURU,

This letter reiterates some of your obligations with respect to your employment with IBM India Pvt Ltd., and contains important information on your initial training and work assignment.

You are required to join at BANGALORE where you may be allocated to a specific training stream based on the organization's business requirements. You will undergo training at BANGALORE for a specified duration of time. You will be expected to undergo the training in any skill or technology at the discretion of the organization.

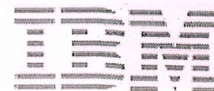
After the successful completion of the training program, you may be deployed on work and are expected to work at the allocated posting in any location across India as specified by the organization. This may be different from your joining / training location. The type of work assigned may vary from one assignment to the other.

Please also note that, your services are transferable, and you may be assigned to any office of IBM, a subsidiary, or associate company. In such case, you will be governed by the policies of that location. Any refusal to take up the specific assigned location / assignment / projects / type of work assigned to you will be viewed as a refusal to follow instructions of the Company, may result in strict action against you and could result in your termination from the services of the organization. (Note: It is clarified that IBM may also require you to work from any such offices within the same city (or, in the case of employees working in the National Capital Region, may require you to work from any such offices at Noida, Delhi or Gurgaon)).

We wish you all the best for a rewarding career with IBM India. If you have any queries, please write to eschoolhiring@in.ibm.com

Please sign on a copy of this letter and return the same to On-Boarding coordinator, to indicate your understanding and acknowledgement of the contents of this letter Signature.

Signature.



IBM CONFIDENTIAL

ANNEXURE B – NON-DISCLOSURE AGREEMENT

Agreement Regarding Confidential Information, Intellectual Property, and Other Matters

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

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

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

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

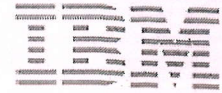
2. (a) During my employment with IBM and for two years following the termination of my employment from IBM for any reason, I will not directly or indirectly within the Restricted Area solicit, or attempt to or participate or assist in any effort to solicit, any employee of IBM to be employed or perform services outside of IBM. For purposes of this Paragraph 2(a), "Restricted Area" shall mean any geographic area in the world in which I worked or for which I had job responsibilities, including supervisory responsibilities, during the last twelve (12) months of my employment with IBM. Also, for purposes of this Paragraph 2(a), "employee of IBM" shall mean any employee of IBM who worked within the Restricted Area at any time in the 12-month period immediately preceding any actual or attempted solicitation.

(b) I agree that during my employment with IBM and for one year following the termination of my employment for any reason, I will not directly or indirectly solicit for competitive business purposes any customer with which I was directly or indirectly involved as part of my job responsibilities during the twelve (12) months prior to the termination of my employment with IBM. This paragraph 2(b) does not apply to any IBM employee whose work location as reflected in IBM records is within the state of California.

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

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

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



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

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

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

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

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

The assignment of Developments in this Paragraph 5 shall exclude any Developments in which I have a right, title, or interest and that were, prior to my employment with IBM, (1) conceived and/or made solely or jointly by me; (2) written wholly or in part by me; or (3) expressly stated in an agreement that I executed with another party which precludes an assignment to IBM (collectively, these exceptions to assigned Developments hereunder shall be known as "Excluded Developments"). Further, I acknowledge that I will not use or cause to be used, any Excluded Developments in IBM's business, research or development without a written or email authorization to do so from both my first and second line manager. For the avoidance of doubt, Excluded Developments shall not comprise any Developments that were or are suggested by or resulted from any task assigned to me or work performed by me for or on behalf of any entity that IBM acquired or in which IBM purchased a controlling interest, unless assignment of my right, title, and interest in the Development is governed by an agreement executed prior to my IBM employment.

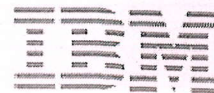
I hereby identify any and all Excluded Developments which are not published in a searchable public database (e.g. United States Patent & Trademark Office). In the following table I have provided a brief non-confidential description that sufficiently identifies the Excluded Development (e.g. title of publication), the creation date of the Excluded Development, and to the extent my rights to the Excluded Development are governed by an agreement, the other named party to the agreement and the date the obligation terminates.

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

Description of Excluded Development	Date Created	Named Party/Termination Date

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

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



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

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

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

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

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

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

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

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

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

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

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



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

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

Letter of Appointment of Operation Engineer

7 November 2019

Gollapalli Kiran Kumar**Reddy**

Bangalore, India

Tel: 6302176031

E-mail: gollapallikirankumar1616@gmail.com

Dear Gollapalli Kiran Kumar Reddy,

Re: Appointment as Operation Engineer

We have pleasure in appointing you as **Operation Engineer** at Rupeek Fintech Private Limited (the "Company") on the following terms and conditions, read with the Code of Business Conduct Policy formulated from time to time by the Company. Non-disclosure of Confidential Information incorporated into this letter shall form part of the terms of your employment.

1. Appointment

Your appointment shall be effective from the date of joining **8 November 2019**. You are required to report at **Rupeek Fintech Pvt Ltd, Bangalore**. The Company may change your place of work, at its absolute discretion, to another location at which the Company maintains premises, including offices of the Company's affiliates and associates, in India and abroad. Further, the Company, may change your place of work, at its absolute discretion, to location of its customer's premises anywhere in India or abroad. Your primary responsibility shall include and shall not be limited to your being responsible for Operation Engineer and more particularly described in "ANNEX 1".

- a. During the continuance of your employment of the Company, you agree and undertake to:
 - i. Use your best endeavors to develop and improve the current business of the Company, extend such business and produce new business and to protect and further the interests of the Company;
 - ii. Perform such duties and exercise such powers in connection with the business of the Company, as may from time to time be delegated to you;
 - iii. Conform to and comply with the lawful directions and instructions made or given to you by or on behalf of the Company; and
- b. You will be employed as **Operation Engineer** of the Company at Bangalore office initially, but the Company shall be at liberty to change the job description when a business necessity for the change arises.


PLACEMENT OFFICER

- c. You will be on a probation period of three months. Company reserves the right to terminate your employment without notice within this period if the performance is not found satisfactory. However, if the service is terminated by you, then clause 14.C / 14.C.i applies.

2. Remuneration

- a. You will be paid a salary of **Rs. 230,000/- (Rupees Two Lakhs thirty thousand)** per annum (CTC), subject to variable structure & statutory deductions. Further details of your compensation are in the attached **Annex 2** which give your Cost to Company ("CTC") breakdown.
- b. It is a condition of your employment that you do not disclose your salary and stock options to other employees. Any breach of this regulation could result in disciplinary action.
- c. Your salary will be paid to you on a monthly basis on or before 5th day of the month immediately following the month for which it is due, subject to tax or any other deduction provided or permitted by law in force from time to time, such as the employee's share of provident fund contributions, as well as such other sums as may be agreed with you from time to time.
- d. The Company may during your employment and its termination as specified in Clause 14, deduct from your salary any amounts that you may owe to the Company including, but not limited to, outstanding loans, advances, excess holiday and overpayments of salary, recovery of commission and insurance excesses, except for amounts the Company is by law not entitled to set-off. You agree to make any payment to the Company of any sums owed by you to the Company upon demand by the Company at any time and that any such sums will be recoverable by the Company as a debt. This sub-clause is without prejudice to the right of the Company to recover any sums or balance of the sums owed by you to the Company under the applicable laws.
- e. You will be entitled to reimbursement for authorized expenses on submission of receipt of your expenditure, as set out in the Company's corporate policy on Employee Expense Claims which may be amended by the Company from time to time and available on the Company's intranet. You shall use your best endeavors to keep the amount of such expenses to a minimum.

3. Days and hours of Work

- a. The working days will be **6 days a week** and nine (9) hours per day, but you may be expected to work for more time as and when the business of the Company so demands. You will have to be present in the office from Monday to Friday, however on Saturdays you can opt for work from home. Your duties may require you to work late night, which can be done from home. Your duties may require you to engage in travel on behalf of the Company including travel outside India. As a consequence, you must work any additional hours as required. The salary payable to you hereunder is adequate compensation in case you are required to work for any additional hours in the office or while traveling and hence, you shall not be entitled to any additional payment in this

ANNEX 2
CTC – TERMS OF EMPLOYMENT

Name : Gollapalli Kiran Kumar Reddy
Designation : Operation Engineer

Your Rewards Summary

Particulars	Per Month	Per Annum
Basic Salary	6353	76230
Housing Rent Allowance	2541	30492
Leave Travel Allowance	1112	13340
Children Education Allowance	200	2400
Telephone Reimbursement	2000	24000
Special Allowance	3676	44112
PF Employer's Contribution	1800	21600
Total Base Pay	18,197	218,368
Total Cash Compensation	18,197	218,368
Benefits Cost		
Group Medical Insurance	664	7,965
Gratuity	306	3,667
Cost to Company	19,167	230,000

Yours faithfully,
For Rupeek Fintech Private Ltd.



Kuldeep Mamgain
Head - Human Resources

ANNEX 3

Employment Offer Letter

Date: May 31, 2019

Dear V.RACHANA,

Subject: Offer of Employment

Congratulations! We are very pleased to offer you an employment at InfyDigital Software Solutions Private Limited. The employment details are given below:

Position: Recruitment Executive

Location: Bangalore, India

Date of Joining: TBD [Expected at least by 6th June 2019]

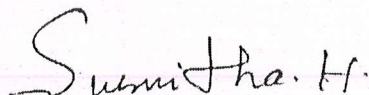
Salary: Rs.1,80,000 per annum which is subject to all local, state, and central employment taxes.

Performance based bonus: TBD

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this letter shall remain confidential and are not to be disclosed to any third party.

Welcome to InfyDigital! We wish you a long, rewarding and fulfilling career and look forward to your joining us.

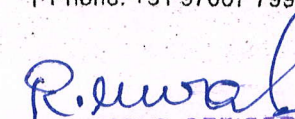
Yours sincerely,


Sushmitha Hegde

VP of Human Resources

Encl.: Annexure to the offer (as applicable to you)

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923


PLACEMENT OFFICER

Scanned by CamScanner

Notice Period

You should be aware that your employment with the Company constitutes "At-will" employment. This means that you or the Company may terminate your employment relationship with the Company at any time, for any reason. You agree to provide 30 Days' notice in case you decide to leave the services of the Company. Similarly, the Company can terminate your services by giving four weeks' notice or salary in lieu of notice. The foregoing notice requirement does not affect the "At-will" status of employment. You understand and agree that neither your job performance nor promotions, commendations, bonuses or the like from the Company give rise to or in any way serve as the basis for modification, amendment, or extension, by implication or otherwise, of your employment with the Company.

Other Terms and Conditions

This offer of employment is contingent upon

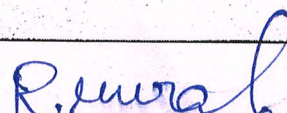
- (i) Your signing and agreeing to be bound by the Company's At-will, Confidential Information, Invention Assignment and Arbitration Agreement,
- (ii) Your demonstration that you are legally able to work in India and
- (iii) Receipt of a fully executed "Non Compete and Non Solicitation Agreement" in the form attached hereto (Annexure I).

The Company reserves the right to conduct background investigations and / or reference checks on all of its potential employees. In InfyDigital, there are policies that are linked to performance management, career growth and annual compensation review of an employee and these policies will be applicable to you. You will also be governed by the rules and regulations of the Company as applicable to your category of employees.

As a Company employee, you will be eligible to participate in the employee benefit plans currently and hereafter maintained by the Company of general applicability to similarly situated employees of the Company. You should note that the Company reserves the right to cancel or change the benefit plans and programs it offers to its employees at any time. You agree that, during the term of your employment with the Company, you will not engage in any other employment, occupation, consulting or other business activity directly related to the business in which the Company is now involved or becomes involved during the term of your employment, nor will you engage in any other activities that conflict with your obligations to the Company or the full discharge of your duties with the Company.

As a Company employee, you will be expected to abide by Company rules and regulations, including submitting weekly time records to your supervisor. You also agree to maintain the confidentiality of all confidential and proprietary information of the Company and agree, as a condition of your employment, to be bound by the Company's At-will, Confidential Information, Invention Assignment, and Arbitration Agreement. In the event of any dispute or claim relating to or arising out of our employment relationship, you and the Company agree that all such disputes shall be fully and finally resolved by binding arbitration. However the parties may mutually agree upon an alternate venue.

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583 Chittoor (Dt.) A.P.

Scanned by CamScanner

HOWEVER, we agree that this arbitration provision shall not apply to any disputes or claims relating to or arising out of the misuse or misappropriation of the Company's trade secrets or proprietary information. This letter, the documents incorporated herein by reference and the Company's At-will, Confidential Information, Invention Assignment, and Arbitration Agreement represent the entire agreement and understanding between you and the Company concerning your employment relationship with the Company, and supersede in their entirety any and all prior agreements and understandings concerning your employment relationship with the Company, whether written or oral. The terms of this letter may only be amended, canceled or discharged in writing signed by you and the Company. In the event that any provision hereof becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, this letter shall continue in full force and effect without such provision.

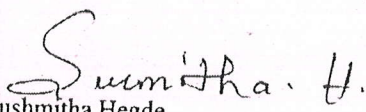
You acknowledge that you have had the opportunity to and have carefully read and fully understand all the provisions of this letter, and are knowingly and voluntarily entering into this letter. To indicate your acceptance of the Company's offer, please sign this letter in the space provided below and make sure it reaches the VP of Human Resources at InfyDigital.

This offer letter is valid only for 15 days from the date it was issued. We must receive the signed acceptance copy of this within the validity period, else this offer will be deemed to have been rejected by you and shall lapse.

We look forward to working with you at InfyDigital Software Solutions Private Limited

Yours sincerely,

For InfyDigital Software Solutions Private Limited


Sushmitha Hegde

VP of Human Resources

I have read, accept and agree to the terms and conditions as set forth in this offer letter (including, arbitration of any disputes that may arise from my employment).

Date: _____

Sign your name V. Raghav

Print your name Location

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923

ANNEXURE I NON COMPETE & NON SOLICITATION AGREEMENT

In consideration of the employment of the undersigned ("Employee"), InfyDigital Software Solutions Private Limited (also called InfyDigital), including any of its affiliates or direct or indirect subsidiaries (collectively, the "Company"), and as a condition of continued Employment, Employee agrees as follows.

Covenants Regarding Competition

During my employment with the Company and for a period of six months after my employment is terminated by the Company or by me for any reason, with or without cause I shall not:

- a. Seek or accept any employment from a named competitor of InfyDigital, 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 cessation of my employment with InfyDigital.
- b. Seek or accept any employment with any customer of Company for whom I performed services as an Company employee within the last twelve months of my employment with Company.
- c. Solicit business from, do business with or render services to, in any capacity, directly or indirectly, any entity that is or was a Company client or customer within the last twelve months of my employment with Company. For a purpose or in a manner that is in any way competitive with Company's business. If, during or after my employment with Company, I seek work elsewhere, I agree to provide a copy of this Agreement to any person or entities seeking to hire me before accepting employment with or engagement by any such person or entity.

Solicitation of Employees

I agree that for a period of twelve (12) months immediately following the termination of my relationship with Company for any reason, whether with or without cause, I shall not either directly or indirectly solicit, induce, recruit or encourage any Company employee to leave Company, or take away such employees, or attempt to solicit, induce, recruit, encourage or take away employees of Company, either for myself or for any other person or entity.

Injunctive and other Relief

I acknowledge that each of the restrictions contained in Sections 1 and 2 of this Agreement is reasonable and necessary in order to protect legitimate interests of Company and its customers, and that any violation thereof would cause irreparable injury to InfyDigital and / or its customers for which money damages would not be an adequate remedy. I acknowledge and agree that in the event of any violation or anticipated violation hereof, Company shall be entitled to seek, from any court of competent jurisdiction, temporary, preliminary and permanent injunctive relief, and / or any other equitable specific relief.

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923

Annexure to your Offer of Employment

Welcome to InfyDigital

Presented here are the details that refer to our offer of employment to you in the Role of Recruitment Executive. This is to be read in conjunction with your offer of employment dated May 31, 2019.

In accordance with the Federal Fair Labor Standards Act (FLSA) and applicable state wage and hour laws, your current Role has been classified as Exempt. The Exempt or Non Exempt Status of your Role is determined by state and federal regulations and is subject to change.

Remuneration

Base Salary

While employed at **Bangalore** you will receive a Base Salary of **Rs.1,80,000** per annum. In accordance with the Company's normal payroll procedures, the salary will be credited to you latest by the last day of the month. Your growth and increase in salary will depend solely on your performance and contribution to the Company; no increase is guaranteed. Salary increases are given once in a year.

Performance-based Bonus

In addition to the Base Salary, you will be eligible for a Performance-based Bonus as per the Company's incentive plan. The maximum bonus you can earn will be **20%** of your Base Salary upon successful completion of the performance review and the ratings you get. As per Company policy, bonus payments are normally made in at end of each year from the date of joining. To be eligible for the payment of Performance-based Bonus for a given period, you must be on the rolls of the Company as on the last working day of the period under consideration.

Travel Expenses & Reimbursements

The Company will also pay or reimburse you for reasonable travel, entertainment or other expenses incurred by you in the furtherance of or in connection with the performance of your duties hereunder in accordance with the Company's established policies.

Transfer and Relocation

Please note that the Company may need to transfer employees to Company locations or client sites other than the ones they were initially hired to work at. Accordingly, we want you to be aware that you may be transferred in the future based on the Company's business and with prior approval from relevant authorities, you may be eligible for reimbursement under the company's relocation policy. Relocation is defined as the transfer of work to a new location which is 50 miles or more from the existing work location of the employee. Expenses for which you may be eligible for reimbursement include travel to new location for yourself and applicable family members via air, personal car or rental car, transportation of goods and movement of one vehicle within the NDIA. All reimbursements will be based on actuals upon submission of bills up to the policy limits and per policy guidelines.

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923

Choice of Law

This Agreement and the rights and duties of the Parties hereunder shall be governed by and construed and enforced in accordance with the laws of the Karnataka State, without regard to principles of conflicts of laws.

At-will employment status

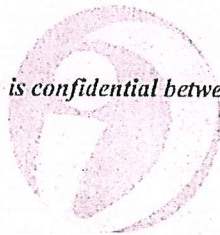
Nothing in this addendum shall be interpreted to be in conflict with, or to eliminate or modify in any way, the At-Will employment status of the undersigned employee.

Name of employee: v. Rachana

Signature of the employee: v. Rachana

Date: _____

Company Confidential - This communication is confidential between you and InfyDigital Software Solutions Private Limited.



Level 8, Tower 1, Umly Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923



Ref No: CT/ OFFCAMP/2019-20/10943

October 28, 2020

Mr. Gundluri Amith
10/55A, Obulavaripalli Mandal, Near Police Station,
Obulavaripalle, Cuddapah, Andhara Pradesh- 516108.

Dear Amith,

With reference to your application and subsequent interview with us, we are pleased to appoint you in our Company as **Programmer Analyst Trainee**. The terms and conditions of your appointment are given below:

Training Period:

This employment offer is a unique, career-based engagement enabling graduates to become full-fledged Software Professionals in the resource stream of CareTech Solutions (India) Private Ltd., (hereinafter to be referred to as "CareTech"). You will be trained in the area of Information Technology for a period of three (3) months from the date of your employment and thereafter you will be placed in the Company projects subject to your competence and availability of such projects as per the discretion of the Company, with a commitment and obligation from you to serve CareTech or any of its group or affiliated companies ("Company" or "CareTech") as an employee for a minimum period of three (3) years. ("Commitment Period" (i.e. 3 years including 3 months of training)).

- You will be periodically evaluated during the training program through tests, projects and interviews.
- Apart from the evaluation of your on-the-job training, deputation to any project will depend on your attendance, overall behavior and performance during the training period.
- The terms and conditions of training is detailed in **Annexure-B**.

Employment Terms and Conditions:

- Your base training location will be Chennai. On successful completion of training, CareTech reserves the right to transfer/depute you to any of its department(s), technologies, offices, or client locations in India / Overseas.

You are eligible for the following emoluments:

Heads	Monthly (in Rs.)	Annual (in Rs.)
Basic Salary	9500	114000
HRA	5023	60276
Conveyance Allowance	1600	19200
Special Pay	2000	24000
Other Allowance	487	5844
Project Allowance * ¹	1000	12000
Project Incentive * ²	1600	19200
Medical	417	5004
Monthly Gross	21627	259524
Bonus ** paid once in a year as per Act		7000
ESI		7420
Term Life Insurance Premium		415
PF (12%) company's contribution towards EPF * ³		20165
Gratuity * ⁴		5481
Annual Gross		300005

Salary will be paid on the last day of every month, which may be delayed due to delays in timesheets submission/approvals and also in case of discrepancies in attendance.

Project Allowance *¹:

This allowance is applicable to all technical resources in a project. This is payable approximately 30 days after the end of the month e.g. Allowance for the month of July will be paid by 31st of August based on the project allocation.

Project Incentive *²:

This incentive is applicable to all technical resources and this is calculated based on the individual's effort in a given project. This is payable approximately 30 days after the end of the month. e.g. Incentive for the month of July will be paid by 31st of August.

Term Life Insurance:

- You will be covered under term life insurance policy for Rs.5,00,000/-. On commencement of the insurance policy the coverage benefits will be applicable after a waiting period of 30 days.
- For more details login to Employee eportal <http://eportal.htcindia.com>.

1

Provident Fund ^{*3:}

You will be covered under PF as per the "Provident Fund Act" 1952.

Gratuity ^{*4:}

You are eligible for Gratuity, as per "Payment of Gratuity Act" 1972.

Your employment with us will be governed by terms and conditions referred in **Annexure-A**. However when you are placed at any of our client site the rules and regulations of the client company would be applicable to you with regard to Office Timing, Dress Code, Lunch, Transportation and Annual holidays. Your retention in the Company's employment will be subject to your continued medical fitness.

This appointment letter constitutes the entire agreement between the parties and supersedes any other prior conditions, commitments, communication, letter or agreement, if any, entered into between the parties on the subject matter hereof.

Please sign the duplicate copy of the letter and return it to us within a week's time as a token of your acceptance of this appointment letter.

We look forward to a long and mutually fruitful association with you.

Yours Sincerely,

For CareTech Solutions (India) Private Ltd.



Authorized Signatory

I have fully read, understood and I accept unconditionally the above appointment letter along with the terms and conditions listed in the **Annexure-A**. I will be reporting for duty on or before **November 02, 2020**.

Signature:

Name: Gundluri Amith

Date:



HTC Holdings Private Ltd.

(Group of HTC Global Services)

SDF II, Phase II, MEPZ- SEZ, Tambaram, Chennai-600 045, INDIA

Tel: +91 44 2262 0300 Fax: +91 44 2262 7713

CIN: U72200TN2005PTC056545

Ref No: HTC/SEED 46/016/2020-2021/11141

March 20, 2021

Mr. Arani Govinda Raj
14-01-110, Nehru Street, Tirupathi(Urban),
Chittoor, Andhra Pradesh- 517501.

Dear Govinda Raj,

With reference to your application and subsequent interview with us, we are pleased to appoint you in our Company as **Programmer Analyst Trainee**. The terms and conditions of your appointment are given below:


Training Period:

This employment offer is a unique, career-based engagement enabling graduates to become full-fledged Software Professionals in the resource stream of HTC Holdings Private Ltd., (hereinafter to be referred to as "HTC"). You will be trained in the area of Information Technology for a period of three (3) months from the date of your employment and thereafter you will be placed in the Company projects subject to your competence and availability of such projects as per the discretion of the Company, with a commitment and obligation from you to serve HTC or any of its group or affiliated companies ("Company" or "HTC") as an employee for a minimum period of three (3) years. ("Commitment Period" (i.e. 3 years including 3 months of training)).

- You will be periodically evaluated during the training program through tests, projects and interviews.
- Apart from the evaluation of your on-the-job training, deputation to any project will depend on your attendance, overall behavior and performance during the training period.
- The terms and conditions of training is detailed in **Annexure-B**.

Employment Terms and Conditions:

Your base training location will be Chennai. On successful completion of training, HTC reserves the right to transfer/depute you to any of its department(s), technologies, offices, or client locations in India / Overseas.


R. Suwal
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road,
CHITTOOR 517 583 Chittoor, D.V.A.P.

US Office: 3270 West Big Beaver Road, Troy, MI 48084, USA

Phone: 248.786.2500 • Fax: 248.786.2516 • www.htcinc.com

USA • UK • Germany • India • Malaysia • Singapore • UAE • Australia • Indonesia

You are eligible for the following emoluments:

Heads	Monthly (in Rs.)	Annual (in Rs.)
Basic Salary	9500	114000
HRA	5023	60276
Conveyance Allowance	1600	19200
Special Pay	2000	24000
Other Allowance	487	5844
Project Allowance * ¹	1000	12000
Project Incentive * ²	1600	19200
Medical	417	5004
Monthly Gross	21627	259524
Bonus ** paid once in a year as per Act		6900
ESI		7421
Term Life Insurance Premium		515
PF (12%) company's contribution towards EPF* ³		20166
Gratuity * ⁴		5481
Annual Gross		300007

Salary will be paid on the last day of every month, which may be delayed due to delays in timesheets submission/approvals and also in case of discrepancies in attendance.

Project Allowance *¹:

This allowance is applicable to all technical resources in a project. This is payable approximately 30 days after the end of the month e.g. Allowance for the month of July will be paid by 31st of August based on the project allocation.

Project Incentive *²:

This incentive is applicable to all technical resources and this is calculated based on the individual's effort in a given project. This is payable approximately 30 days after the end of the month. e.g. Incentive for the month of July will be paid by 31st of August.

Term Life Insurance:

- You will be covered under term life insurance policy for Rs.5,00,000/-.On commencement of the insurance policy the coverage benefits will be applicable after a waiting period of 30 days.
- For more details login to Employee eportal <http://eportal.htcindia.com>.

1



HTC Holdings Private Ltd.

(Group of HTC Global Services)

SDF II, Phase II, MEPZ- SEZ, Tambaram, Chennai-600 045, INDIA

Tel: +91 44 2262 0300 Fax: +91 44 2262 7713

CIN: U72200TN2005PTC056545

Ref No: HTC/SEED 46/016/2020-2021/11141

March 20, 2021

Mr. Arani Govinda Raj
14-01-110, Nehru Street, Tirupathi(Urban),
Chittoor, Andhra Pradesh- 517501.

Dear Govinda Raj,

With reference to your application and subsequent interview with us, we are pleased to appoint you in our Company as **Programmer Analyst Trainee**. The terms and conditions of your appointment are given below:

Training Period:

This employment offer is a unique, career-based engagement enabling graduates to become full-fledged Software Professionals in the resource stream of HTC Holdings Private Ltd., (hereinafter to be referred to as "HTC"). You will be trained in the area of Information Technology for a period of three (3) months from the date of your employment and thereafter you will be placed in the Company projects subject to your competence and availability of such projects as per the discretion of the Company, with a commitment and obligation from you to serve HTC or any of its group or affiliated companies ("Company" or "HTC") as an employee for a minimum period of three (3) years. ("Commitment Period" (i.e. 3 years including 3 months of training)).

- You will be periodically evaluated during the training program through tests, projects and interviews.
- Apart from the evaluation of your on-the-job training, deputation to any project will depend on your attendance, overall behavior and performance during the training period.
- The terms and conditions of training is detailed in **Annexure-B**.

Employment Terms and Conditions:

Your base training location will be Chennai. On successful completion of training, HTC reserves the right to transfer/depute you to any of its department(s), technologies, offices, or client locations in India / Overseas.

US Office: 3270 West Big Beaver Road, Troy, MI 48084, USA

Phone: 248.786.2500 • Fax: 248.786.2516 • www.htcinc.com

USA • UK • Germany • India • Malaysia • Singapore • UAE • Australia • Indonesia



relevance lab

Offer Letter

28th January 2021

Bangalore

Mr. Saikumar Dharmavaram
Bangalore

Ph: +91 8050636580

Email: dharmavaramsai9756@gmail.com

STRICTLY PRIVATE AND CONFIDENTIAL

Dear Saikumar,

We are pleased to offer you a position as **Graduate Engineer Trainee at L0** with Relevance Lab Private Limited (RL). We are sure that RL will provide you with a satisfying and challenging work environment along with a successful growth path.

Your annual compensation will be **INR 4,00,000/- (Four Lakhs Only)**. A detailed compensation break-up is enclosed in Annexure I. Terms and conditions that will affect your employment are contained in Annexure II.

We would like you to join us on or before **8th February 2021**. We would require you to provide us with a signed hard/soft copy as your acceptance of our offer. In the event that you are unable to join on or before the said date, this offer will be null and void.

We look forward to a mutually rewarding association with you at Relevance Lab.

Yours sincerely,

For Relevance Lab Private Limited

Francis Gonsalves
Senior Director - HR



R. Murugan
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PILITUR 517 583 Chittoor (D) A P

Relevance Lab Private Limited

Building - 2, 4th Floor, Prestige Technostar, Brookefield Main Road, Near Graphite India, Doddanekundi Industrial Area, Whitefield, Bengaluru, Karnataka -560048

Email: info@relevancecelab.com | Website: www.relevancecelab.com

Tel: 080 41460444 | CIN No: U7220KA2011PTC057258



ANNEXURE II

TERMS AND CONDITIONS OF EMPLOYMENT

You are expected to devote your full business time, attention and energies to the performance of your duties with the Relevance Lab Private Limited Company (here in after will be referred to as Relevance Lab or RL or Company). Your place of work will be **Bangalore, India**. Under the terms of this Agreement, and without the need to terminate the employment relationship, the Company may assign you additional tasks or to a new manager, modify or remove your assigned duties, or change the place of your employment without additional compensation to you.

You also hereby consent and agree to any amendments to these Terms and Conditions of Employment, as deemed necessary by Relevance Lab Private Limited. You will abide by all the rules and regulations of the Company which are in force from time to time and the Company shall have the right to vary or modify any or all of the above terms and conditions which shall be binding on you.

You will, in addition to the terms and conditions of employment specifically stated herein, also be governed by the rules, regulations and such other practices, systems, procedures and policies framed, amended, modified or omitted by the Company. You will also be governed by statutory laws enacted by Central or State Government or local authorities as may be applicable to you.

Compensation: Your annual compensation is in accordance with the Company's standard payroll practices for salaried employees in India. The compensation will be subject to the usual deductions including deductions for tax and statutory contribution normally to be withheld by an employer in India and will be subject to adjustment pursuant to the Company's compensation policies in effect and your performance.

In case you are assigned to work outside your normal place of posting, the specific deputation letter would notify you of any changes in the compensation and benefits. In the event you are sent abroad on training and / or project work, you may be required to sign an Agreement for service with the company as per the policy of the company.

Employee Benefits: Upon confirmation you will be entitled, during the term of your Employment, to the Company's standard health, vacation, and other benefits covering employees in positions similar to yours and based in India. Employer contributions and employee deductions will be paid into the appropriate mandated plans. A list of public holidays recognized by the Company and other benefits information will be provided to you once you join the Company. If you are deputed for an overseas assignment, the deputation letter specific to your place of posting will specify the leave entitlements.

Proprietary Information and Inventions Agreement: You will be required to sign the Relevance Lab Standard Proprietary Information and Inventions Agreement, a copy of which will be provided to you on the date of joining. You will also be required to sign the proprietary and Inventions Agreement of our client(s), you are assigned to.

Period of Employment: The age of retirement shall be 60 years and on superannuation you shall be entitled to such benefits as are available under the law and or the rules framed by the company.



ANNEXURE III

Description of salary components & Details of FBP (flexible benefit plan)

A. SALARY COMPONENTS AND THEIR DESCRIPTION:

1. Basic
2. HRA
3. Group medical insurance
4. Employer Provident fund
5. Gratuity
6. Special Allowance

1. BASIC SALARY

40 % of CTC will constitute the Basic salary. This component is taxed.

2. HOUSE RENT ALLOWANCE

This is 40 % of your basic salary. For tax exemption, employee will be required to submit the relevant documents on an annual basis. The amount once opted will be paid along with monthly salary

3. GROUP MEDICAL INSURANCE

All employees, their spouse and up to two dependent children will be enrolled under the company group medical insurance scheme. Parents or Parents in Law are also covered under the scheme. Insurance cover will be renewed on an annual basis, in the month of August every year. For the new members in the family, the updation has to be done immediately to facilitate any claims. This is non-taxable.

4. EMPLOYER PROVIDENT FUND (EPF)

Provident fund will constitute 12% of the Basic salary and will be paid as per the statutory provisions. Please note that equal 12% contribution from the employee side will be contributed too.

On top of this, an employee can opt for Voluntary Provident fund (VPF) up to 20% of the Basic Salary. There will be no employer contribution in the VPF component.

5. GRATUITY

Gratuity will constitute 4.81% of the Basic salary and will be paid as per the statutory provisions. This is non-taxable on withdrawal, as per the IT provision.

6. SPECIAL ALLOWANCE

CTC less the sum of all the components in the salary structure will constitute special allowance. It is a taxable component. If an employee opts for any of the FBP components, the amount will be deducted from the Special Allowance and will be IT exempted on submission of bills.

B. FLEXIBLE BENEFIT PLAN COMPONENTS AND THEIR DESCRIPTION

- By choosing any of the following components mentioned below, you will be entitled for tax exemption as per the governing IT provisions.
- All these components are optional, hence if not opted will be incorporated under Special Allowance and will be taxed.
- It is required to submit the bills / proof to substantiate the expenses, wherever necessary under the below mentioned options to claim the IT exemption.
- Total amount opted towards FBP components cannot exceed the special allowance.



Commitment Sheet

This is a commitment letter made at the interview process time.

Commitment	Hiring Manager - Signature	HR - Manager - Signature	EDC – Manager - Signature
No Commitment			

Date _____

Name: _____

Signature: _____

**RISING STARS MOBILE INDIA PRIVATE LIMITED**

Date: 24-Apr-19

Ref: RSMIPL/AP/HR/OFR/2019/3571

To,

Ms. CHINTA SRI MOUNICA
NO: 4-21/9,
PADMAVATHI PURAM,
TIRUCHANOOR ROAD,
TIRUPATI.

Dear Ms.CHINTA SRI MOUNICA,

Sub: Offer Letter for the Position of "GRADUATE ENGINEER TRAINEE"

With reference to the Campus drive conducted at Siddharth Institute of Engineering & Technology, Puttur on 08-Mar-2019 and the subsequent interview you had with us, you have scored 17 Marks (out of 25 Marks) and also cleared the Technical & HR Round. We wish to inform you that you have been selected for the position "Graduate Engineer Trainee" in our Organization and your annual CTC will be Rs.159480/- (Rupees One Lakh Fifty Nine Thousand Four Hundred and Eighty Only) as per Annexure-1. The detailed appointment order with terms & conditions will be given to you at the time of your joining.

Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 08-Jul-2019. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

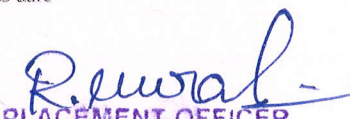
Yours truly,

For Rising Stars Mobile India Private Limited


Authorised Signatory

I accept the position being offered by Rising Stars Mobile India Private Limited., On this date

_____ and I will join on _____


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam,
PUTTUR - 517 583, Andhra Pradesh

Register
Varadahaipattem



Tools



Mobile View

m Village,
P2015PTC0906051





Confidential

Dated: September 1st 2019

To,
Mr. Yoga Vineeth
#27, NR Layout, Chandapura
Bangalore-560105

Re: **Software trainee with MobiCom Technologies Pvt. Ltd.**

Dear **Vineeth**,

Welcome to **MobiCom Technologies Pvt. Ltd.**

In accordance with our recent discussions, this letter and appendices (hereinafter referred to as the "Agreement") will confirm that the following shall be the terms and conditions of your **Intern trainee** with MobiCom Technologies Pvt. Ltd. (hereinafter referred to as the "Company").

Commencement and Terms of Employment

We are pleased to offer to you the position of "**Software Trainee**" with the Company. This offer is made to you based on the information furnished by you and is valid as per our understanding that you will join the Company on or before **01st September 2019**. The training will be for a period of **Three Months** from the date of your joining. On completion of your training period, subject to your performance and availability of a suitable vacancy, the Company may offer you permanent employment.

The Company has the right to conduct an employment verification process, either by itself, or through a third-party service provider, to verify the correctness of the information provided to the Company by you. Your continued employment with the Company is subject to the reasonable satisfaction of the employment verification process conducted by the Company or any third party, on behalf of the Company. In the event you do not satisfy the employment verification process, the Company shall have the right to terminate you, immediately, without notice.

This agreement will come into effect only after the successful completion of the background screening process. The Company will not be liable, should it decide to terminate this employment agreement on the basis of the findings of the background screening process.

MobiCom Technologies Private Limited
#1/4 Cunningham Road, Bangalore 560 052 India
Tel: +91 80 2237 2124 Fax: +91 80 2237 2125
www.mobicom.com

CIN No:U72200KA2015PTC079755


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor Dt. A.P.



Working Hours

Your normal working days are from Monday to Friday between 9:00AM and 6:00PM including a 1-hour break.

Leave Policy

You will be entitled to leave as per law in force and as laid down in the Standing Orders of the company. You will be on a training period of three months. During the training period, you are not allowed to take any paid leave.

Resignation Policy

If you join us and are in intention to leave the company you can either work on one-month notice period or pay back one-month salary to do the same.

Disability

You will notify the Company immediately, of every incapacitation from work and its probable duration. Upon request by the company, reasons for the incapacitation must be given to the Company by you.

In case of illness, you will provide a medical certificate of the incapacitation, also stating its probable duration, before expiry of the third (3rd) calendar day after the beginning of the incapacitation. In the case of any illness exceeding the stated period, you will provide a further medical certificate with three (3) days after the expiry of the previous medical certificate.

Termination of Employment Relationship

The Company and you mutually accept the possibility that at some future point the Company or you may wish to end this employment.

Your employment may be terminated by the Company without notice or payment in lieu thereof if you commit any serious or persistent breach or non-observance of the terms, conditions or stipulations contained in this Agreement, or are guilty of any serious negligence or gross misconduct in connection with or affecting the business or affairs of the Company. Your employment may be terminated by either the Company or you upon giving written notice (or payment of base salary in lieu of notice) of one month, or the statutory requirement, whichever is greater.



information with respect to all inquiries or investigations, claims and litigations, or any other matter pertaining to the Company. Further, you agree to fully, unconditionally and immediately cooperate and assist the Company, in respect of any matter whatsoever on which the Company believes your assistance is required.

Intellectual Property Right

If during the period of your employment with us you achieve any invention, process improvement, operational improvement, or other process/method likely to result in more efficient operation of any of the activities of the company, the company shall be entitled to use, utilize and exploit such improvement and you shall assign all rights thereof to the company for the purpose of seeking any patent rights or for any other purpose. The company shall have the sole ownership rights of all the intellectual property rights that you may create during the tenure of association with the company including but not limited to the creative concept that you may develop during your association with the company.

Secrecy/Confidentiality

You will not during the course of your employment with the company or at any time thereafter divulge or disclose to any person whomsoever, make any use whatsoever for your own purpose or for any other purpose other than that of the company, of any information or knowledge obtained by you during your employment as to the business or affairs of the company including development, process reports and reporting system and you will during the course of your employment hereunder also use your best endeavours to prevent any other person from doing so.

Absence of Conflicting Agreements

You understand that the Company does not desire to acquire from you any trade secrets, know how or confidential business information that you may have acquired from others. You represent that you will not use such information in the performance of your duties for the Company. You also represent that you are not bound by any agreement or any other existing or previous business relationship which conflicts with or prevents the full performance of your duties and obligations to the Company during the course of employment.

Standing Orders

You will abide by the Standing Orders, rules & regulations and service conditions that may be in force or applicable to the organization or are framed from time to time by the company.



this Agreement are for reference only and do not define, limit or affect the scope of any section of this Agreement. Your obligations under this Agreement shall survive the termination of your employment regardless of the manner of such termination and shall be binding upon your heirs, executors, administrators and legal representatives. The Company shall have the right to assign this Agreement to its successors and assigns, and all covenants and agreements hereunder shall inure to the benefit of and be enforceable by said successors or assigns.

Choice of Law

This Agreement is to be governed and construed by the laws of India.

This Agreement, including its Appendices, supersedes any prior oral or written agreements between the parties relating to your employment or any other engagement with the Company, and constitutes the entire agreement between the parties.

Thank you for your interest in working with us. We hope you will accept this offer and look forward to a long and mutually beneficial association with you. I look forward to an enduring relationship with you.

Yours sincerely,

A handwritten signature in blue ink, appearing to read "Rathan Kumar".

Rathan Kumar
CEO and Founder, MobiCom

I have accepted the terms and conditions of this Agreement.

Yoga Vineeth
Software Trainee

RIISING STARS MOBILE INDIA PRIVATE LIMITED

Date: 24-Apr-19

Ref: RSMIPL/AP/HR/OFR/2019/3585

To,

Ms. CHARISHMA L
N.T.R COLONY,
YELLAMARAJUPALLI (P),
G.D.NELLORE(M),
CHITTOOR (DT).

Dear Ms.CHARISHMA L,

Sub: Offer Letter for the Position of " GRADUATE ENGINEER TRAINEE"

With reference to the Campus drive conducted at Siddharth Institute of Engineering & Technology, Puttur on 08-Mar-2019 and the subsequent interview you had with us, you have scored 15 Marks (out of 25 Marks) and also cleared the Technical & HR Round. We wish to inform you that you have been selected for the position "Graduate Engineer Trainee" in our Organization and your annual CTC will be Rs.159480/- (Rupees One Lakh Fifty Nine Thousand Four Hundred and Eighty Only) as per Annexure-1. The detailed appointment order with terms & conditions will be given to you at the time of your joining.

Please sign and return the duplicate copy of this letter in token of acceptance of this offer and we look forward to your joining us 08-Jul-2019. We welcome you to our organization and look forward to a long and mutually beneficial association with us.

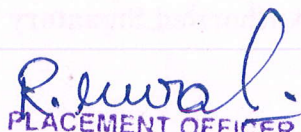
Yours truly,

For **Rising Stars Mobile India Private Limited**


Authorised Signatory

I accept the position being offered by Rising Stars Mobile India Private Limited., On this date

_____ and I will join on _____.


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR 517 583 Chittoor District

Pradeep Kumar Rama Subba Reddy
H.No: 17/765, Neeruganti Street,
Anantapur,
Anantapur (Dist) - 515001.

December 06, 2019

Dear **Pradeep Kumar**,

We are pleased to offer you full time employment at Vectone India Mobile Services Pvt. Ltd., Chennai as **"Trainee Software Engineer"**.

The place of work will be at **Vectone India Mobile Services Private Limited, 3rd Floor, MPL Silicon Towers, Velachery-Tambaram Main Road, Velachery, Chennai - 600100.**

Your appointment is effective from the date of joining which shall be on or before **December 11, 2019.**

Your Total "Cost-to-Company" (CTC) (Total Annual Gross plus Retirals, Benefits, Incentives and Perquisites) will be **Rs. 3,81,701/- (Rupees Three Lakhs Eighty One Thousand Seven Hundred and One Only)** per annum.

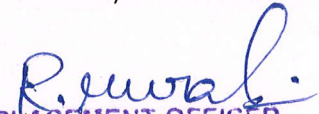
A detailed breakdown for all components of the salary is attached along with the offer letter. Your performance and compensation will be reviewed periodically, and you will be eligible for salary adjustments in the future based upon these performance reviews.

This offer is subject to you visiting our offices no later than the **11 December 2019** to sign two copies of the employment agreements and bringing with you the documents listed below. Please attend the office during the hours of **11.30 AM and 06.30 PM** and ask for HR who will provide you with the employment agreement for you to sign.

Please ensure you bring the following documents when you attend the office to sign your employment agreement.

Note that these must be original for the verification and the Vectone HR team shall return them to you on the same day after the verification.

1. Your Pan Card so that the Company can verify your legal right to work in India.
2. Resignation letter for your present employment.
3. Your previous employment relieving documents.
4. Your last three months' payslips from present employer and your last three months bank statement; (if you have been unemployed then you must bring your payslips and bank statements relating to your last employer);
5. Highest Degree/Provisional Certificate and Final Year Mark Sheet.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PUTTUR - 517 583 Chittoor - DRA P

Vectone India Mobile Services Private Limited
Correspondence Address: MPL Silicon Towers, Velachery- Tambaram Main Road, Velachery, Chennai - 600100

DOJ: December 11, 2019

Dept: Development

Name : Pradeep Kumar

Title: Trainee Software Engineer

Components	Annual INR	Monthly INR	Details
Salary			
Basic	210,000	17,500	
House Rent allowance	87,500	7,292	
Conveyance allowance	19,200	1,600	
Medical allowance	15,000	1,250	
Other allowance	18,300	1,525	
Total Annual Gross	350,000	29,167	
Provident Fund (Statutory)	21,600	1,800	Employer Contribution. (Employee contribution of equal amount will be deducted from Total Annual Gross)
Gratuity (Statutory)	10,101	842	
Total Cost to Company	381,701	31,808	

Employment Offer Letter

Date: May 31, 2019

Dear V.RACHANA,

Subject: Offer of Employment

Congratulations! We are very pleased to offer you an employment at InfyDigital Software Solutions Private Limited. The employment details are given below:

Position: Recruitment Executive

Location: Bangalore, India

Date of Joining: TBD [Expected at least by 6th June 2019]

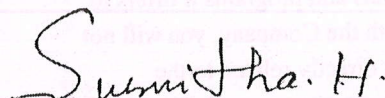
Salary: Rs.1,80,000 per annum which is subject to all local, state, and central employment taxes.

Performance based bonus: TBD

Your employment will be governed by the rules, regulations and policies of the Company. The terms of this letter shall remain confidential and are not to be disclosed to any third party.

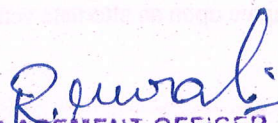
Welcome to InfyDigital! We wish you a long, rewarding and fulfilling career and look forward to your joining us.

Yours sincerely,


Sushmitha Hegde

VP of Human Resources

Encl.: Annexure to the offer (as applicable to you)


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanah Road
PUTTUR 517 583 Chittoor DISTRICT

Level 8, Tower 1, Umiya Business Bay Cessna Business Park,
Marathahalli - Sarjapur Outer Ring Rd, Kadubeesanahalli,
Bengaluru, Karnataka 560103
Phone: +91 97007 79923

HOWEVER, we agree that this arbitration provision shall not apply to any disputes or claims relating to or arising out of the misuse or misappropriation of the Company's trade secrets or proprietary information. This letter, the documents incorporated herein by reference and the Company's At-will, Confidential Information, Invention Assignment, and Arbitration Agreement represent the entire agreement and understanding between you and the Company concerning your employment relationship with the Company, and supersede in their entirety any and all prior agreements and understandings concerning your employment relationship with the Company, whether written or oral. The terms of this letter may only be amended, canceled or discharged in writing signed by you and the Company. In the event that any provision hereof becomes or is declared by a court of competent jurisdiction to be illegal, unenforceable, or void, this letter shall continue in full force and effect without such provision.

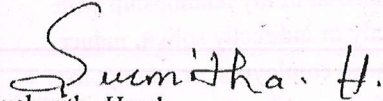
You acknowledge that you have had the opportunity to and have carefully read and fully understand all the provisions of this letter, and are knowingly and voluntarily entering into this letter. To indicate your acceptance of the Company's offer, please sign this letter in the space provided below and make sure it reaches the VP of Human Resources at InfyDigital.

This offer letter is valid only for 15 days from the date it was issued. We must receive the signed acceptance copy of this within the validity period, else this offer will be deemed to have been rejected by you and shall lapse.

We look forward to working with you at InfyDigital Software Solutions Private Limited

Yours sincerely,

For InfyDigital Software Solutions Private Limited


Sushmitha Hegde

VP of Human Resources

I have read, accept and agree to the terms and conditions as set forth in this offer letter (including, arbitration of any disputes that may arise from my employment).

Date: _____

Sign your name V. Raghava

Print your name Location

Annexure to your Offer of Employment

Welcome to InfyDigital!

Presented here are the details that refer to our offer of employment to you in the Role of **Recruitment Executive**. This is to be read in conjunction with your offer of employment dated May 31, 2019.

In accordance with the Federal Fair Labor Standards Act (FLSA) and applicable state wage and hour laws, your current Role has been classified as Exempt. The Exempt or Non Exempt Status of your Role is determined by state and federal regulations and is subject to change.

Remuneration

Base Salary

While employed at **Bangalore** you will receive a Base Salary of **Rs.1,80,000** per annum. In accordance with the Company's normal payroll procedures, the salary will be credited to you latest by the last day of the month. Your growth and increase in salary will depend solely on your performance and contribution to the Company; no increase is guaranteed. Salary increases are given once in a year.

Performance-based Bonus

In addition to the Base Salary, you will be eligible for a Performance-based Bonus as per the Company's incentive plan. The maximum bonus you can earn will be **20%** of your Base Salary upon successful completion of the performance review and the ratings you get. As per Company policy, bonus payments are normally made in at end of each year from the date of joining. To be eligible for the payment of Performance-based Bonus for a given period, you must be on the rolls of the Company as on the last working day of the period under consideration.

Travel Expenses & Reimbursements

The Company will also pay or reimburse you for reasonable travel, entertainment or other expenses incurred by you in the furtherance of or in connection with the performance of your duties hereunder in accordance with the Company's established policies.

Transfer and Relocation

Please note that the Company may need to transfer employees to Company locations or client sites other than the ones they were initially hired to work at. Accordingly, we want you to be aware that you may be transferred in the future based on the Company's business and with prior approval from relevant authorities, you may be eligible for reimbursement under the company's relocation policy. Relocation is defined as the transfer of work to a new location which is 50 miles or more from the existing work location of the employee. Expenses for which you may be eligible for reimbursement include travel to new location for yourself and applicable family members via air, personal car or rental car, transportation of goods and movement of one vehicle within the NDIA. All reimbursements will be based on actuals upon submission of bills up to the policy limits and per policy guidelines.



11-Dec-20

APPOINTMENT LETTER

Name of the Employee: Ms. Pushpalatha Jada
Employee No: 1109220
Present Address: CHENNAKESAVA PG #2 SAVITRI 34TH MAIN RAOD.,BTM 2nd satge
Bangalore,Bengaluru,560068
Permanent Address: Same As Above
Father's Name: Jada Subbarayudu
Emp. Date of Birth: 06-Dec-97

Dear Pushpalatha Jada,

We are pleased to employ you as Associate (Grade H2) in our company, Firstsource Solutions Limited (**Company**), located at **Bangalore-Pritech**, or in such other capacity as the Company shall from time to time determine. This letter sets out the terms of your employment and, along with the Company's Policies and procedures, as amended from time to time (**Company Policies**), constitutes your employment agreement with the Company (**Employment Agreement**). In the event of a conflict between any of the terms or conditions contained in this Employment Agreement and those in the Company Policies, the terms of this Employment Agreement shall prevail.

1. APPOINTMENT

- a. Your employment by the Company is effective from the date of this Employment Agreement 11-Dec-20.
- b. You will be on probation for a period of six months from the Date of Joining (**Probation Period**). Subject to Company Policies, after completion of the Probation Period, your performance will be evaluated, and if found satisfactory, you may be confirmed in the services of the Company. However, during the Probation Period, if your performance is unsatisfactory, (i) the Probation Period maybe extended for a further period as may be decided by the Company; or (ii) the Company may terminate your services.
- c. You shall retire from the services of the Company on completing 60 years of age.
- d. Your employment in Company will be subject to you being and remaining physically and mentally fit and alert to perform your duties. Your services will be liable to be terminated on being found physically and mentally unfit by the Company at any time.

FIRSTSOURCE SOLUTIONS LTD.

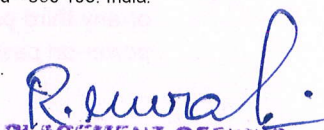
4th Floor, Tower 5A & B, Pritech II, SEZ (Ecospace Park), Sarjapur Outer Ring Road, Varthur Hobli, Bengaluru - 560 103. India.

Tel: + 91 (80) 6633 6000 | Fax: +91 (80) 6633 6099

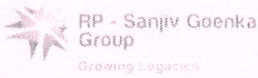
Paradigm B, 5th Floor, Mindspace, New Link Road, Malad (W), Mumbai - 400 064. India.

Tel: +91 22 6666 0888 | Fax: +91 22 6666 0887 | Web: www.firstsource.com

(CIN: L64202MH2001PLC134147)


PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar Narayanavanam Road
PILITHUR 517 583 Chittoor (D.T.A.P)

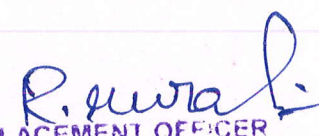


4. **COMPENSATION**

- a. During the course of your employment with the Company, you will be eligible to receive the following (as detailed in the **Annexure**):
- i. Basic salary of **Rs. 6250** per month;
 - ii. House Rent Allowance of **Rs. 2500** per month;
 - iii. Special Allowance 1 of **Rs. Rs. 5292** per month;
 - iv. Statutory Bonus/ Incentive/ Ex-Gratia* of **Rs. 2808** per month; and
 - v. You will be entitled to other compensation and benefits in accordance with Company Policies as intimated to you from time to time
- b. Your salary will be reviewed periodically in accordance with Company Policies. Changes in your compensation are discretionary and will be subject to and on the basis of effective performance and results during the period and other relevant criteria.
- c. Any tax liability that arises from the compensation, allowances, and benefits will be debited. All payments made to you with respect to the compensation will be subject to withholding tax and other applicable payroll deductions as required under applicable law.
- d. The Company may also deduct any debt owed by you to the Company and any deduction from remuneration to which you have previously signified or provided your consent in writing.
- e. Further, the Company reserves the right to debit your salary account for any erroneous transaction which may occur and, or, for any monies due to the Company from you.

5. **OTHER BENEFITS**

- a. You will be entitled to leaves, holidays and working hours as applicable to you based on your grade, role and location of posting.
- b. You will be eligible for perquisites, if any, as applicable to you based on function requirements as determined by the Company.
- c. You will be eligible to participate in the Company's Provident Fund Scheme as per the rules and policies applicable to you.
- d. You will be eligible for gratuity in accordance with the Payment of Gratuity Act, 1972.
- e. You will be eligible to participate in the medical programme as applicable to you.


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR - 517 583, Chittoor District, A.P.



08 June 2020

PRIVATE & CONFIDENTIAL

To whom it may concern,

Re: Sreelatha G

Address: 3-16, Rettagunta, Naraharipeta, Gudipala, Chittoor, 517132

This letter is to confirm that **Sreelatha G** is currently employed at Amazon Development Centre (India) Private Limited.

Sreelatha G is employed as a **Quality Analyst** and commenced employment with Amazon on **08 June 2020**.

The above information is given in the strictest confidence and with no liability accepted by the company or any of our employees. This information should not be divulged to any third party without first seeking permission from the respective Amazon entity.

On behalf of
Amazon Development Centre (India) Private Limited

Kind Regards,

Arijit Basu
Sr. Manager, HR Operations – HR Services

PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
CHITTOOR - 517 583, Chittoor, D. A. P.



HLF SERVICES

Mr.S MADHU

Emp Code HHS02086

SALES OFFICER

BANGALORE

SUBJECT: EMPLOYMENT

With reference to our Offer and your acceptance, We are glad to offer you employment with HLF SERVICES LIMITED with effect from 27-Nov-2019.

Subsequent to this Employment

- 1 Your place of posting will be at our BANGALORE office.
- 2 You will be designated as SALES OFFICER.
- 3 Your grade shall be SO2.
- 4 You will be paid a total remuneration of Rs. 195282 p.a. (Rupees - One Lakh Ninety Five Thousand Two Hundred Eighty Two only). w.e.f 27-Nov-2019, break-up of which is enclosed. In additions you will be eligible to participate in our Incentive programme as detailed in the annexure 2.
- 5 Your date of joining shall be considered as 27-Nov-2019 for all terminal benefits.
- 6 Your Employment Code is HHS02086. You shall quote this code for all future Correspondence.
- 7 You will be able to access our apps by logging in to <https://apps.hindujaleylfinance.com>, We have sent your login details(userid/password) to your personal mail id as mail and to your mobile as sms. We request you to change your password immediately on your first login.

Please return to us the signed copy of disciplinary declaration & the duplicate copy of this letter along with a copy of the attached General Terms & Condition duly signed by you as a token of your acceptance of this employment.

We welcome you to our organisation & wish you all success.

Best wishes,

Authorized Signatory

I accept the offer for the position as mentioned above with the offered salary package & terms and conditions as communicated to me at the time of offer rollout.

Name & Signature

Date

HLF SERVICES LIMITED

Corporate Office: No. 27A, Developed Industrial Estate, Gulindy, Chennai- 600 032. Tel: (044) 3925 2525 Fax: 044-3925 2525

Registered Office: 1, Sardar Patel Road, Gulindy, Chennai- 600 032.

Website: <https://www.hindujaleylfinance.com/>

CIN : U45003TN2008BBI 0000237 Email : compliance@hindujaleylfinance.com

PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Nandiyallavanan Road
PUTTUR 617 583, Tamil Nadu 617 583

Foxlink Technical India Private Limited.

Ref: FLKIN/AP/HR/OFR/2020/0070

Date: 2020/11/08

To,
Ms. DIVYA MOGARALA
5-443, MG STREET, SRIKALAHASTI, CHITTOOT
ANDHRA PRADESH- 517644

Dear Ms. DIVYA MOGARALA

Sub: Offer Letter for the Position of "Trainee- HR Department – Employee Relation Section"

With reference to your application and subsequent interview you had with us, we offer an employment in our Company as "Trainee- HR Department – Employee Relation Section" as per the mutually and your annual CTC will be Rs.173,238/-(Rupees One Lakh Seventy Three Thousand and Two Hundred and Thirty Eight only) as per Annexure-1. The detailed appointment order will be given to you at joining.

Please sign and return the duplicate copy of this letter in token of acceptance of look forward to your joining us on 16-Nov-2020. We welcome you to our organization forward to a long and mutually beneficial association with us.

Yours truly,

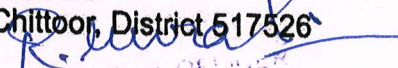
For **Foxlink Technical India Private Limited.**


Authorized Signatory

I accept the position being offered by Foxlink Technical India Private Limited.

_____ and I will join on _____
Signature of Ms. DIVYA MOGARALA

Registered Office: C-1 in Unit No. 532, Logix Technova, Tower B Plot No. A-4, Sector-132
Noida Gautam Buddha Nagar UP 201301 IN
Corporate Office: Plot # 2 A, EMS 1, Mandal, Tirupathi, Chittoor, District 517526


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road
PUTTUR 517 583 Chittoor - DISTRICT

VESTAR

SHARP

ELTECH APPLIANCES PRIVATE LIMITED

Corporate Office: Seethakathi Business Centre No. 684 - 690, Office No. 3, 9th Floor,
Anna Salai, Thousand Lights, Chennai - 600 006. Ph: +91 44 28293065 / 28293066

August 07, 2019

Mr.S.L.Zameer
14-45/B, Shop Street
Puttur (MD) - 517583
Chittoor (Dt.)

Dear Mr.Zameer,

With reference to your application and the subsequent interview you had with us, we are pleased to offer you a position of **Management Trainee** based at **Chennai**.

You will be paid a gross salary of **Rs 3,00,000/-** (Rupees Three Lakhs Only) per annum. Additionally, you are eligible for Mobile and Conveyance expenses as per the Company Policy.

This offer is valid subject to your joining us on or before **12th August, 2019**. Detailed appointment letter will be issued at the time of joining.

We look forward to having you with us on a long-term basis.

With best wishes,

For **ELTECH APPLIANCES PRIVATE LIMITED**,

M Ejazuddin
Managing Director


R. Murali
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanavanam Road,
Puttur - 517 583, Chittoor (Dt.), A.P.

Aug 14, 2020

HR/BP/0820/588006

Mr. Yanakandla Nagendra
Shiva Ganesh PG, Near Axis Bank ATM, Balaji Layout, Dental College Road,,
E Zone, Marathahalli,
Bangalore-560037

Letter of Appointment

Dear Yanakandla,

- 1.0 Appointment:** We are pleased to offer you an **Appointment** in our company as **"Trainee Process Consultant"** The details of your entitlements and your salary are as per Annexure-II.
- 2.0 Date of Appointment:** Your effective date of Appointment will be on or before **Aug 14, 2020**. Any change in the date of joining will be communicated to you at the aforementioned contact details and such change will be at our sole discretion and without any liability on HGS.
- 3.0 Initial Posting & Reporting:** Your initial posting in the normal course will be **Bangalore** and you will report to the respective Business and/or Functional Head.
- 4.0 Documentation:** You are required to furnish the following at the time of joining duty-
- 4.1 Proof of age;
 - 4.2 Certificates supplementing your SSLC (10th Standard) and highest educational / professional Qualification attainments;
 - 4.3 Appointment & Relieving letter of your previous employer, as applicable;
 - 4.4 8 (eight) passport sized photographs;
 - 4.5 Form 16 or any other authenticated document supplementing your earnings and income tax deduction / Paid in the current financial year; PAN Card Copy.
 - 4.6 Photocopy of Passport, if available.
 - 4.7 Photocopy of your Aadhaar Card with number
 - 4.8 PF No. / UAN (Universal Account Number) of previous employment.
 - 4.9 ESIC Number of previous employment.
 - 4.10 Any other documents as may be required by the Company.
- 5.0 Terms and Conditions of Employment:** All the terms and conditions of your employment are attached here with as Annexure - I. The said terms shall (and as maybe modified from time to time) be applicable to you.

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

Yours sincerely,

Rashmi Singh
Manager - Human Resources
Hinduja Global Solutions Limited

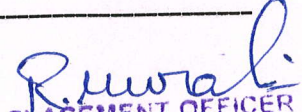
I have read the Appointment Letter and I fully understand and accept the terms & conditions contained herein

Signature: _____

Name: _____

Date: _____

Encl: Annexure - I & II


PLACEMENT OFFICER
Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Narayanawanam Road,
P.H. 11112, 517 513, Chittoor, A.P., India

Annexure- I Terms and Conditions of your appointment:

- | | | | |
|-------|---|----------|--|
| 1.1 | <p>Remuneration Details: The details of your entitlements and your salary are as per Annexure – II. Besides salary, you will be entitled to other benefits and privileges as per company's policy, which the company may from time to time introduce.</p> | 2.5 | <p>Intellectual Property: The rights to any invention, discovery or creation of any system or method related to the company's operation and arising out of any work done in the course of your employment shall automatically vest with the company. In this connection wherever required, the company may obtain patent rights in its name (or jointly with others) based on the fact of your invention, discovery or other creative effort. The company may require you to sign invention assignment and such other agreements as may be necessary for the company to obtain patents and/or register its intellectual property rights. You will not, in any event be entitled to any compensation apart from as aforesaid for such acts. Notwithstanding anything contained herein and any rewards/compensation/performance bonus or other acknowledgment of whichever kind, shall be deemed to confer on you, any rights towards that invention, discovery, process improvement, or other intellectual property right in system or method.</p> |
| 1.1.1 | <p>You will also be entitled to contributory provident fund and gratuity as per the rules and regulations of the company, subject to statutory provisions.</p> | | |
| 1.1.2 | <p>Deductions as applicable under law, namely tax deduction at source, fringe benefit tax etc, shall be made on the salary month on month.</p> | | |
| 1.1.3 | <p>Employees are required to submit their tax planning and investment plans for a given financial year to the company at the notified time and shall when called for submit proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.</p> | | |
| 1.1.4 | <p>You will be governed at all times by the policies, procedures and guidelines of the company related to salary, allowances, benefits and perquisites which are specified in this letter of appointment. Further, the Management may modify or change such allowances, benefits and perquisites from time to time, in accordance with its policies.</p> | 2.6 | <p>Software & Legal Compliance: The Company shall be the sole owner of any software developed by you during your employment with the Organization, having rights to sell, license, and control duplication, distribution and preparation of deliveries of the software. You shall not claim any income nor benefit from any such development at any point of time. You shall also sign a document to this effect if required by the company. Any duplication of licensed software is not allowed except for backup or archival purpose. You shall ensure that the Company complies with all statutory and/ or legal requirements with regard to the area of your responsibility.</p> |
| 1.1.5 | <p>Also, you are required to keep your salary information confidential at all times and not to disclose to anybody in the company or to outside agency.</p> | | |
| 2.0 | <p>The other terms and conditions of your appointment are as follows:</p> | | |
| 2.1 | <p>Training: You will be initially, on training for a period of twelve months from the date of your appointment. Please note that the following special terms and conditions of service are applicable to you, only during the period of training.</p> | 2.7 | <p>Statutory Compliance: You shall strictly adhere to the applicable laws and regulations in India and other country (ies) including without limitation work permits, immigration requirements, etc</p> |
| 2.1.1 | <p>Your continuation in the service of the company is subject to your satisfactory performance during the period of training and that the company reserves its rights to terminate your services in the event that your performance is found unsatisfactory</p> | 2.8 | <p>Company Property: You shall take reasonable care in maintaining and protecting the assets, properties, facilities, software and hardware, if and when provided by the company, for your use. On demand, you shall take steps to return such assets, properties etc., back to the company in the same condition as given, subject to normal wear and tear, on cessation of employment or any other time, as may be required by the Company. Failing this, the company shall be entitled to recover such costs/ compensation as it may deem fit, keeping in view the cost of such assets, properties etc.</p> |
| 2.1.2 | <p>You shall be entitled for a cumulative annual / earned leaves of 30 days, as per the HGS employee leave policy. However during the first 6 months of service, you are not encouraged to avail leave even though the earned / annual leave shall accrue to your account as per the Employee leave policy from time to time.</p> | 2.9 | <p>Job Assignment: You may during the course of your employment be given any assignment either arising out of the company's business or that the management in its subjective judgment deems fit with reference to your skill sets, background, qualification or experience. Refusal to carry out such assignments as are allotted to you solely on, amongst others, grounds that it has not been part of your usual duties during your employment shall be deemed serious misconduct and grounds for immediate termination of employment. You will also not be entitled to any additional compensation for carrying out any such assignments/job.</p> |
| 2.1.3 | <p>You will deemed to be confirmed on completion of 12 months of satisfactory completion of your training unless otherwise communicated to you by the company in writing. During the period of training your services may be terminated at the discretion of the management, with or without assigning any reason, with a week's notice or one week's basic salary in lieu of notice. During this period, you may also resign your appointment with one month's notice or payment of one month's basic salary in lieu of notice, at the discretion of the company.</p> | 2.10 | <p>Transfer:</p> |
| 2.1.4 | <p>Proviso: Provided, however, that the above requirement may be altered / modified in such manner as may be necessary for the company to discharge its existing and forthcoming obligations.</p> | 2.10.1 | <p>The company may in its business interest transfer you to any of its offices in India or overseas or to any subsidiary or associate company, whether now existing or still to be formed, on such terms and conditions as are applicable to such transfer and as per the company's policies.</p> |
| 2.2 | <p>Work Week: The standard work week is Monday to Friday / Saturday. You will be given day off(s) in a week as per the policy of the company. However, the actual day off(s) may vary from week to week in view of the nature of business of the company and the exigencies of work.</p> | 2.10.2 | <p>Although the company will endeavour to ensure that such transfers do not cause any disruption to your status, however the company does not guarantee the continuation of any facility or perquisite in new situation.</p> |
| 2.3 | <p>Regular Appointment: On satisfactory completion of your probation you will be considered for regular employment in the Company. On being confirmed, the notice period for termination of service on either side will be 2 month, however your continuation in the service of the company is still subject to your satisfactory performance during the period of employment. Your services may be terminated at the discretion of the management, with or without assigning any reason, with 2 month's notice or 2 month's basic salary in lieu of notice. Similarly, during this period you may also resign your appointment with 2 month's notice or payment of 2 month's basic salary in lieu of notice, at the discretion of the company.</p> | 2.10.3 | <p>In the event that you are deputed to perform work on / at client sites, you hereby agree and undertake as follows: -</p> |
| 2.4 | <p>Confidentiality: You shall not, as per the terms of the non-disclosure agreement (NDA) signed by you and the terms herein, during employment or after cessation of employment, divulge, disclose or impart to any person/organization by word or otherwise particulars or details of systems, procedures, technical know-how, trade secret, administrative, financial or organizational matters pertaining to the company, which you may become aware of by virtue of your employment in the company. You shall maintain confidentiality at all times during the currency of this letter of appointment and otherwise all information in accordance with the company's confidentiality policy and sign such agreements that the company may require for the adequate protection of all its information.</p> | 2.10.3.1 | <p>that you shall follow and be governed by the rules and regulations applicable.</p> |
| | | 2.10.3.2 | <p>That you shall honour and abide by the requirements under the work permits / approvals / consents and all related rules pertaining to your deputation, including amongst others requirements under the applicable VISA / Travel Program.</p> |
| | | 2.10.3.3 | <p>That you shall indemnify and hold harmless, the company, from all liabilities arising out of any act / omission attributable to your negligence or otherwise, whether arising in the course of employment or otherwise.</p> |
| | | 2.10.4 | <p>In all such cases of transfer you shall be governed by the company's transfer policy and procedure.</p> |
| | | 3.0 | <p>Other terms and conditions:</p> |
| | | 3.1 | <p>Working Hours – The business hours of the office are 9:30 A.M till 6:30 P.M and the company is operational on a 24/7/365 basis. You are expected to report to work promptly at the scheduled time each as per the shift that you are assigned to as required. This is for ensuring smooth conduct of work as per the company's policy.</p> |
| | | 3.2 | <p>Double Employment Prohibited:</p> |
| | | 3.2.1 | <p>You will devote full time and attention to the work of the company and will not, during the tenure of your service, take any employment / assignment, direct/indirect business or work, honorary or remuneratory except with the prior permission of the management, in writing, in each case.</p> |

- 3.2.2 You will not seek membership of any local/public body without obtaining prior permission of the management, in writing in each case.
- 3.3 **Contact Details:** You will keep us informed of any change in your residential address, civil or marital status and other such matters.
- 3.4 **Statutory Deductions:** Taxes and other deductions such as Income Tax, Professional Tax and any other statutory payments would be to your account, including but not limited to those based on the information on tax planning and investment plans for a given financial year provided by you to the Company provided that you have, when called for by the Company, submitted proof of the investments in the form and manner acceptable to the Income Tax authorities. In the absence of the same, the company reserves its right to make the deductions in the available time frame in the on-going year.
- 3.5 **Company Regulations:** You will be governed by the policies and the procedures, in force, from time to time. You will also observe general decorum and discipline and shall be subject to the same policies and procedures as applicable to the regular employees of the company.
- 3.6 **Verification:**
- 3.6.1 **Verification:** Your appointment is subject to satisfactory verification of your character, antecedents and testimonials. This appointment is based on the details provided by you to the company.
- 3.7 **Declarations & Representations:** You are required to furnish, on your behalf and if married, on behalf of your spouse, full details of any external directorships held and any personal business interests including but not limited to partnerships, shareholdings and trusteeships; involvement in any other business ventures involving unlimited liability; personal liabilities in connection with business activities; and involvement in other positions external to the Company of those external interests, including but not limited to involvement in political and non-political associations. You also represent and warrant that the investment and tax returns and proof of the same shall be genuine and that in the event that any of the same is found to be falsified or in any manner incorrect or unacceptable, that you agree to abide by any action that the Company may, in its discretion, initiate and as allowed under law and you shall indemnify and hold the Company harmless from such act/omission attributable to you.
- 3.8 **Annulment of Employment:** Please note that this letter of appointment shall stand revoked automatically (whether you have accepted it or not) and if you have already commenced employment with the Company and your employment will automatically terminate without giving rise to any claim for compensation or damages in your favor, but without prejudice to the Company's rights and remedies against you, in the following event/s:
- 3.8.1 if during the pre-employment or the post-employment background checks, the checking agency gives a negative report; or
- 3.8.2 in the event of unsatisfactory result of any of the Section 3.7 events;
- 3.8.3 in the event you are charged and/or arrested on allegations of having committed any offence, criminal, economic or otherwise;
- 3.9 **Termination for Breach:** In the event of a breach of any of the terms of the appointment letter and more specifically in terms of breach of any confidentiality obligations, the Company shall initiate disciplinary and such other action against you as it may deem fit and allowed under law, including but not limited to suspension and / or immediate termination from employment.
- 4.0 **Savings:** Notwithstanding anything contained herein, the company hereby reserves its right in the following manner: -
- 4.1 to proceed against you in such forum as it may deem fit in the event that you commit any material breach of this letter of appointment.
- 4.2 To waive off the requirements stated in the para 2.3 and 2.1.4, more specifically as provided in the proviso's therein.
- 5.0 **Validity of Appointment Letter:** This contract is valid, subject to (a) satisfactory verification as enumerated in para 3.6 above, (b) your acceptance of the offer within the time limit stipulated and your joining duties.
- 6.0 **Governing Law & Jurisdiction:** The terms and conditions of this letter of appointment/ employment contract shall be governed by the laws of India and disputes arising herein shall be subject to the jurisdiction of the courts at Bangalore or at your place of posting as on the date the cause of action of the said dispute is said to have arisen.
- 7.0 **Non-Solicitation:** - You hereby agree not to solicit or cause to be solicited, either during the currency of this letter of appointment and beyond (i.e. cessation of your employment with the Company, either voluntary or involuntary, any employee in the employment company, or directly or indirectly, individually or on behalf of any other person, firm, corporation or entity, (a) interfere with the Company's continuing relationships with its existing employees, (b) attempt to induce such other

employees to leave their employment with the Company, (c) interfere with Company's continuing relationships with Company's suppliers or customers, (d) sell, attempt to sell or solicit the sale of products or services competitive with those of the Company to Company's customers, or (e) take any action to discourage or divert any supplier or customer from doing business with the Company

- 8.0 **Non-Compete:** - The Employee hereby understands and agrees that some restrictions on its activities during and post the Employee's employment is necessary to protect the goodwill and other legitimate interests of the Company. The Employee agrees to, during his employment with the Company, to perform for the Company such duties as it may designate from time to time and will devote his full time and best efforts to the business of the Company and
- 8.1 Whilst in employment, the Employee agrees not to undertake any planning for any outside business that may be directly or indirectly competitive with the Company and during employment with the Company;
- 8.2 For a period of one year after your cessation of employment with the Company the Employee undertakes not to compete, directly or indirectly, with the Company, whether as an employee, a consultant, agent, partner, owner, investor or otherwise.
- 8.3 The Employee also hereby undertakes, not to engage, in any manner in any activity that is or maybe at any point in time & in any manner competitive with the businesses of the Company
- 8.4 The Employee shall not, during his/her employment with the Company and for a period of twelve months thereafter, without the prior written approval of the Managing Director of the Company, engage in any other professional employment or consulting, or directly or indirectly participate in or assist any business with any current client or customer of the Company.
- 8.5 The Employee shall not, during his/her employment with the Company, engage in any gainful employment with any other Company.
- 9.0 **Representation.** The Employee represents and warrants that s/he is not subject to any court order, agreement, arrangement or undertaking, including but not limited to non-compete and non-solicit obligations or any other disability which may in any manner restrict the Employee either from accepting the terms and conditions detailed in this letter of appointment or from performing your functions and providing services under the letter of appointment.
- 10.0 **Interpretation/Severability.** If any term, condition, or provision in this Letter of appointment is found to be invalid, unlawful or unenforceable to any extent, the parties shall endeavor in good faith to agree to such amendments that will preserve, as far as possible, the intentions expressed in this Letter of appointment. If the parties fail to agree on such an amendment, such invalid term, condition or provision will be severed from the remaining terms, conditions and provisions, which will continue to be valid and enforceable to the fullest extent permitted by law.
- 11.0 **Waiver of Breach.** Any waiver of the provisions of this Letter of appointment or of a party's rights or remedies under this Letter of appointment must be in writing to be effective. Failure, neglect, or delay by a party to enforce the provisions of this Letter of appointment or its rights or remedies at any time, will not be construed as a waiver of such party's rights under this Letter of appointment and will not in any way affect the validity of the whole or any part of this Letter of appointment or prejudice such party's right to take subsequent action. No exercise or enforcement by either party of any right or remedy under this Letter of appointment will preclude the enforcement by such party of any other right or remedy under this Letter of appointment or that such party is entitled by law to enforce.
- 12.0 **Survival.** All such provisions explicitly stated to survive the termination of this Letter of appointment and those which by the very nature and verbiage are intended by Parties to survive shall so survive termination or expiry of this Letter of appointment.
- 13.0 **Relocation:** expenses towards shipment of household goods/ car (as applicable): You are entitled to avail relocation assistance as per the HGS Employee Relocation Assistance Policy. In the event of voluntary cessation of employment with the company within one year from date of joining, You shall be liable to pay the amount received towards shipment of household goods and / or car as per the retention clause in the policy.
- 14.0 **Maternity Benefit:** All women employees would be entitled for maternity benefits as per the prevailing Maternity Benefit Act
- 15.0 **Acceptance:** If the terms and conditions of appointment enumerated in this letter of appointment are acceptable to you, please sign the duplicate copy of this letter of appointment as a token of your acceptance of the appointment and the terms and conditions thereof and return it to the HR Department.;

ANNEXURE II - SALARY & ALLOWANCES						
Candidate Name	Yanakandla Nagendra					
Designation	Trainee Process Consultant					
Grade	PC2	Location	Bangalore			
Components	w.e.f - DOJ	Monthly	Annual			
"A" FIXED						
Basic		4,396	52,752			
House Rent Allowance		1,758	21,096			
Shift Allowance		4,832	57,984			
"A" Sub-total - Gross Pay		10,986	1,31,832			
"B" RETIRAL BENEFITS						
Advance against Statutory Bonus		366	4,396			
Provident Fund - <i>Employer's Contribution</i>		1,107	13,284			
Gratuity		211	2,532			
ESIC Contribution - <i>Employer's Contribution</i>		369	4,428			
"B" Sub-total- Retiral benefits		2,053	24,636			
Total Salary Cost (A + B)		13,039	1,56,468			
"C" VARIABLE PAY						
Performance Incentives (@ 100% of given achievement targets)		1,000	12,000			
Onetime Retention Bonus #		500	6,000			
"C" Sub-total- Variable		1,500	18,000			
Total Cost to Company (A + B + C)		14,539	1,74,470			
"D" INSURANCE / OTHER BENEFITS						
Total Cost to Company : (A + B + C + D)		14,539	1,74,470			
Benefit / Scheme	Description	Value / PA				
# Onetime Retention Bonus	A onetime retention bonus of Rs.6,000/- is paid on your confirmation post 6 months of your joining. An additional amount of Rs 10,000/- on completion of 18th month	Rs. 16,000 p.a**				
Performance Incentives	Will be paid every month on achieving process defined target goals as defined in table below. The first three month's performance incentive will be paid on target during the seventh month payroll.	Rs. 12,000 p.a**				
Subsidized Transport Service	An indicative transport cost incurred by the employer for commuting between home to office and back which is a facility to avail and not to be encashed if not availed	Rs. 23,400 p.a**				
Group Insurance in Lieu of EDLI (Under PF Act)	An Insurance benefit in the event of demise of an employee is provided under this Group Insurance Scheme during an employees term, to his Nominee/Family:	Rs. 6,02,000*				
Group Personal Accident	You are covered under group personal accident insurance policy of the company for a sum of -	Rs. 6,00,000**				
Group Term Life	You are covered under Group Term Life Insurance policy of the company for a sum of -	Rs. 1,00,000**				
ESI Scheme	Self and your dependent family members as declared will be covered under the Employees State Insurance (ESI) Act.	As applicable*p.m				
Gratuity	is payable on cessation of employment after a minimum of five years continuous employment as per the norms of the Gratuity Act or in the event of demise or permanent disability of an employee.	As applicable*				
Advance against provisional minimum statutory bonus	Provided @ 8.33% of your Basic pay (PA) subject to the clause: The advance against statutory bonus will be calculated on maximum Basic Pay subject to a ceiling of minimum wages of the Land	As applicable*				
Provident Fund	You will be covered under Employees Provident Fund (EPF) Scheme under PF Act.	As applicable*p.m				
Income Tax	Appropriate Income tax would be deducted in the payroll every month.	As applicable*p.m				
Professional Tax	If any as per the applicable rules in your state.	As applicable*p.m				
Performance Incentive Ratings and Earnings Table:						
Process Target achievement	Training period	>80-<85%	>85-<95%	>95-<100%	>100-<110%	>110%
PI Eligibility (%)	0%	50%	75%	100%	110%	125%
PI Eligible amount (Rs. p.a.)	0	6,000	9,000	12,000	13,200	15,000
PI Eligible amount (Rs. p.m.)	0	500	750	1,000	1,100	1,250

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

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

Rashmi Singh
Manager - Human Resources
Hinduja Global Solutions Limited

Yanakandla Nagendra
Date:

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

R. Suvar
PLACEMENT OFFICER
Jidhartha Institute of Engineering & Technology
Siddhartha Nagar, Marayachikavalli Road
PUTTUR - 517 583 Dist: Chittoor - Andhra Pradesh



APPOINTMENT LETTER

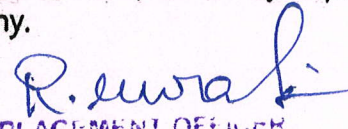
November 9, 2020

Dear **GEETHANJALI. R.**,

It is our pleasure to appoint you as **Analyst** in Wipro Limited at **IN-Chennai** ("Company" or "Wipro"), in **Digital Operations & Platforms** or in any such capacity as the management shall from time to time determine. Please note that the employment terms contained in this letter are subject to the Company policy.

1. APPOINTMENT

1. Your date of appointment is effective from the date of joining which is **11/1/2021**, unless otherwise communicated in writing by the Company. It is understood that your date of joining Wipro Limited, will not be later than **11/1/2021** failing which this offer will automatically stand revoked without any further notice.
2. b. You will be on probation for a period of six (6) months from the date of your joining. On completion of the probation period, your appointment shall be confirmed and communicated to you in writing if the Company finds you to be suitable for the appointed post. Unless confirmation is communicated in writing, your probation period is deemed extended.
3. The retirement age is 58 years.
4. You are liable to be transferred in such capacity to any location, department, function, establishment, or branch of Wipro or its affiliate company. In such case you will be governed by the terms and conditions of service applicable to the new assignment.
5. We provide support to our global customers from various locations in India to suit customers' needs on a 24x7 basis. You may be required to operate from any of these locations and in any of the shifts, including night shift, as may be decided by Wipro keeping in view business needs and deliverables to customers.
6. This offer of appointment is subject to your successful completion of all educational 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 and verification of the same by the Company.


PLACEMENT OFFICER

Sadartha Institute of Engineering & Technology,
Siddhartha Nagar, Narayanavanam Road,
Chittoor - 517 585, Chittoor (D.T.) A.P.

**BE YOURSELF,
MAKE A DIFFERENCE.**

accenture

Strictly Private and Confidential

18-Jan-2020

Pramod Kashyap Ramadurgam

C8490162

D.NO 11/534 HAVNNAPET BRAMHIN STREET ADONI 518301.

9849138771

Dear Pramod,

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

Role - Application Development Associate

Career Level - Career level - 12

Talent Segment - Software Engineering



Please refer to:

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

Your employment with Accenture will be governed by the clauses mentioned in the attached 'Terms of Employment' effective from your date of joining. You are required to carefully read and understand these Terms of Employment before responding to this Offer. This Offer and your employment with Accenture is subject to successful completion of the qualifying examination from your college with an aggregate of 65% or 6.5 CGPA or more, as well as satisfactory completion of verification and/or background or reference checks, which may occur at any time prior to or after your effective start date.

Version 10.0 (Oct 2019)

1

Candidate's Signature _____

R. S. S. S.
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar, Mahayana Mahan Road
BHYTHUR 517 583 Chittoor (Dt) A.P.

Capgemini Ref: 4301295/622216,

EMPLOYMENT OFFER LETTER

02/18/2021,

Rupesh Gowni.
Keeramanda(V&P), Bangarupalyam(M), Chittoor(Dist), A-P-517429.
Bangalore,
India.

Confidential

Dear Rupesh Gowni,

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 03/17/2021 (or such other date as may be communicated to you by the Company), as per details given below

- A) Your current designation will be Consultant/B2.
- B) You will be required to work at the Company's offices in Bangalore.
- C) You have to report by 8:30 am at Bangalore office, for joining formalities and contact security at the main gate for your entry pass at:

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

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

- D) Your all-inclusive annual target compensation (on a cost to company basis) will be INR 850,010.00 (Rupees Eight Lakh Fifty Thousand And Ten Only) which would comprise your salary, applicable statutory benefits, bonus, if any, and/or any - skill allowance payout 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:

Consultant

Total Cost to Company (CTC).

Rs.850,010.00

Monthly Components	Per Month	Annualized
Basic	Rs.24,560.00	Rs.294,720.00
House Rent Allowance	Rs.12,280.00	Rs.147,360.00
Other Reimbursements & Allowances#	Rs.13,300.00	Rs.159,600.00
Personal Allowance	Rs.15,916.00	Rs.190,992.00
Gross monthly salary	Rs.66,056.00	Rs.792,672.00
Statutory payments ++		
Capgemini's contribution to PF *	Rs.2,947.00	Rs.35,364.00
Gratuity (accrual only)		Rs.14,172.00
Total Fixed Compensation		Rs.842,208.00
Total Cash Compensation	Rs.70,184.00	Rs.842,208.00
Benefits		
Medical, Accident & Life Insurance Premium		Rs.7,802.00
Total Cost to Company		Rs. 850,010.00

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.

Other Allowance & Reimbursements	Annualized
Telephone	36,000.00
LTA	60,000.00
Meal Coupons	24,000.00
Vehicle & Driver Reimbursement	39,600.00

Note:

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 (OAR) 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 (e.g. LTA, telephone etc.), you will have to submit supporting (bills) to the Company's satisfaction along with the reimbursement claim form in the prescribed format and within the timeline stipulated by the Company. The reimbursements will be processed as per the applicable Company's policies, which are subject to change without notice. The payments described above will not be further grossed up for taxes and you will be responsible for the payment of all taxes due with respect to such payments, which will be deducted at source as per the applicable law. In case of any under-withholding, you shall be responsible to pay the necessary tax and any interest/penalty thereon.
4. In cases where Permanent Account Number (PAN) is not produced, highest tax rates will apply to all amounts on which tax is deductible at source under the applicable tax law.
5. The Company reserves the right to change the compensation structure and/or the compensation components from time to time.
- ++ These statutory payments are included based on current applicable practice and law and are subject to changes based on changes in law from time to time. Also, please further note, that any changes / modification to statutory payments, due to change and/or amendment in law, shall not be treated as change in service condition(s) and therefore no notice of such change will be provided to you. However, Company shall endeavor to inform you, via separate email communication, about any changes/ modification to statutory payment.
- * Employee's contribution towards PF will be made from the monthly salary as defined by Law.
The Benefits (Accidental, Medical as applicable) amount has been arrived at by considering the maximum eligibility under each of the components.
- # This is the maximum limit you are eligible for. You may choose any of the following optional components under 'Other Allowance & Reimbursements' Nontaxable components (except Meal Coupons) would be paid based on a voluntary claim by employee through payroll. Taxable component would be paid on a monthly basis. All payments will be based on Company's policies.

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

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

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 and consequent changes to the statutory deductions from your salary, if any.

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

1. Group Medical Insurance- In accordance with the Company's policy, you and your immediate family (as defined in the Company's policy) shall be covered under the Medical Insurance policy held by the Company. Additionally, if you are required to travel abroad, you may be covered under the Company's Overseas Medical Insurance Policy.
2. Group Personal Accident Insurance- You shall be covered under the Personal Accident Insurance Policy held by the Company.
3. Group Term Life Insurance- You shall also be covered under the Group Term Life Insurance Policy held by the Company.
4. Transport Facility- Bus transport facility may be available, by paying nominal charges as per Company's policy, on various routes at different Company locations. If you opt for the facility, the applicable charges will be deducted from your salary in the monthly payroll.
5. Annual Leave/Public Holidays- You will be eligible for annual leaves and public holidays as determined by the Company's Leave Policy which is subject to change from time to time.

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

G.) Probationary Period:

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

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

I.) Conditions of hire:

1. Your employment with the Company will be subject to the following pre-conditions:
 - a. You will submit relevant documents as mandated by the Company.
 - b. You obtain requisite certification or complete mandated assessments which are basis for offering you employment opportunity with the Company.
 - c. You obtain a clear discharge and/or relieving letter from your most recent employer (prior to joining the Company). Nevertheless, you must submit a clear discharge and/or relieving letter within forty-five (45) days of joining the Company.
 - d. You represent that acceptance of employment with the Company does not breach any terms/provisions of your previous employment agreement or any other agreement to which you are bound.
 - e. You acknowledge that the Company has offered you employment based on the fact that there are no pending claims, actions, suits or proceedings against you which might reasonably be expected to have an adverse effect on your ability to perform your duties hereunder and/or upon the Company.
 - f. You provide two satisfactory references, one being from your most recent employer(s) (prior to joining Capgemini).
 - g. Your background verification check (including residential address(es), academics & professional Degree/Diploma & Certifications, previous employment(s), criminal background 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.
2. Your employment is inter alia based on the information furnished by you to the Company including declarations and undertakings thereto. If at any time during your employment with the Company, the Company discovers that you have furnished any false, fake, forged information (including documentation) for securing employment with the Company or otherwise failed to disclose any information about your past employment, the Company reserves the right to take disciplinary action against you, including, but not limited to, right to terminate your employment without notice and your employment with the Company will be void ab-initio.

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

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

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

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

For Capgemini Technology Services India Limited



nil Kumar Singh

Head - Talent Acquisition & Resourcing

Acceptance

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

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

Name: Rupesh Gowni

Date: 02/18/2021

EXHIBIT 1

Terms & Conditions of Employment with Capgemini Technology Services India Limited

1. CURRENT WORK LOCATION:

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

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

- a) one location to another; or
- b) one team/department/account/function/Business Unit to another; or
- c) one project/job to another; or
- d) the Company to any other group entity or affiliate or any other business associate as the Company may deem appropriate from time to time.

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

2. DUTIES AND RESPONSIBILITIES:

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

3. COMPENSATION:

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

4. TRAINING:

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

5. COVENANTS AND REPRESENTATIONS:

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

- a) directly or indirectly, on your own behalf or on behalf of or in conjunction with any person or legal entity, recruit, hire, solicit, or induce, or attempt to recruit, hire, solicit, or induce, any employee of the Company with whom you had dealings, personal contact or supervised while performing your duties or otherwise, to terminate their employment relationship with the Company.
- b) directly or indirectly, solicit or attempt to solicit business, customers or suppliers of the Company or of its affiliates.
- c) directly or indirectly, solicit or attempt to solicit or undertake employment with any client of the Company or any organization where you have been taken or sent for training, deputation or secondment or professional work by the Company; and
- d) provide or attempt to provide professional services similar to those provided by the Company to its current or prospective customers, with whom you (i) had business interactions or any other dealings on behalf of the Company during your employment with the Company and/or (ii) had been directly associated with the customer in relation to a project.

- 5.2 You and the Company acknowledge and agree that the duration and scope of the Covenants contained herein are fair and reasonable. Accordingly, you and the Company agree that, in the event that any of the covenants contained herein are nevertheless determined by a judicial or quasi-judicial body to be unenforceable because of the duration or scope thereof, the judicial or quasi-judicial body making such determination may reduce such duration and/or scope to the extent necessary to enable such judicial or quasi-judicial body to determine that such covenant is reasonable and enforceable, and to enforce such covenant as so amended.
- 5.3 You will also be governed by all applicable rules, processes, procedures, and policies (including but not limited to Information Security Management System (ISMS) policies and procedures, Code of Business Ethics of the Company, which are not specifically mentioned in this Letter. The applicable rules/processes/procedures/policies are available on the Company's Intranet and you are expected to go through the same carefully. For any clarification in relation to applicable rules/processes/procedures/policies, please get in touch with concerned department. If at any time during your employment with the Company, you are found in violation of any applicable rules, processes, procedures, or policies of the Company, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.
- 5.4 Capgemini prides itself as a company with the highest order of ethical conduct in its dealings with employees, customers, service provider, agents, governments or any other third party. It is important that you fully understand this philosophy and the relevant policies. If at any time during your employment with the Company, you are found to be in violation of such policy and/or generally accepted ethical/moral standards, the Company reserves the right to take disciplinary action against you, including right to terminate your employment without notice.
- 5.5 You declare that you are medically fit to carry out the duties expected of you by the Company. You represent that you have no communicable disease and you are not addicted to drugs or any other substance of abuse. During the term of your employment with the Company, you are required to be medically fit to perform the duties assigned to you from time to time. As to whether you are medically fit, is an issue which will be professionally determined by the Company and you shall be bound by such determination. The Company may require you to undergo periodical medical examination as and when intimated to you by the Company.
- 5.6 You represent that you are not in breach of any contract with any third party or restricted in any way in your ability to undertake or perform your duties towards the Company. You covenant that you will be fully responsible for any personal liabilities that may arise as the result of an agreement or arrangement between you and any third party and that the Company will in no way be concerned with such liabilities.
- 5.7 You will at all times maintain your ability to be employable and in the event of any change in your personal circumstances resulting in possible alteration to the employability status, you will keep the Company informed in writing about such change.
- 5.8 During your employment with the Company, to meet the exigencies of business, the Company may require you to (i) work on any project that you are assigned to, on any technical platforms/skills and nature of the project or (ii) work night hours or (iii) work in shifts (including night shifts).
- 5.9 Regardless of any secondment to any of the Company's affiliated entity/business associate/joint venture or where you may be required to work overseas for any such entity for an extensive period, you shall at all times remain an employee of the Company exclusively and shall not be entitled to any such foreign salary or benefits (including medical insurance, green card sponsorship, etc.) payable or applicable to employees of such other Capgemini entities other than the salary and benefits specified in the Employment Letter and/or the salary and benefits that may be determined by Capgemini and communicated to you in writing.
- 5.10 Unless specifically authorized by the Company in writing, you shall not sign any contract or agreement that binds the Company or creates any obligation (financial or otherwise) upon the Company. You shall also not enter into any commitments or dealings on behalf of the Company for which you have no express authority nor alter or be a party to any alteration of any principle or policy of the Company or exceed the authority or discretion vested in you without the previous sanction of the Company.
- 5.11 During the period of employment, you agree not to draw, accept or endorse any cheque or bill on behalf of the Company or, in any way, pledge the Company's credit except so far as you may have been authorized by the Company to do so, either generally or in any particular case.
- 5.12 During the term of your employment, you shall not communicate with the media or with journalists in relation to the Company or its affairs, without obtaining a specific prior written permission from the Company.
- 5.13 You acknowledge and provide your consent vide Consent Letter for use of personal information including Sensitive Personal Data or Information ("SPDI") to the Company (a) to share your sensitive personal data or information about you and/or your dependents (wherever applicable) provided to the Company with third parties for purposes deemed appropriate by the Company from time to time; (b) to share information about you with affiliates of the Company for administrative purposes/audit and with clients/prospects in relation to any staff augmentation requirements; (c) to treat any personal data to which you have access in the course of your employment strictly in accordance with Company policies and not using any such data other than in connection with and except to the extent necessary for the purposes for which it was disclosed to you. You further acknowledge and consent for use of your personal images and voices in marketing material, videos, etc; and confirm that you have read and understood the Company's Privacy Policy in relation to the collection, processing, use, storage and transfer of SPDI and you agree to the terms thereof.

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

5.15 You hereby represent to the Company that:

- a) you are legally permitted to reside and be employed in India.
- b) you have reviewed these terms and conditions and that you understand the terms, purposes and effects of the same.
- c) you have accepted these terms and conditions only after having had the opportunity to seek clarifications.
- d) you have not been subjected to duress or undue influence of any kind to accept these terms and conditions and these terms and conditions will not impose an undue hardship upon you.
- e) you have accepted these terms and conditions of your own free will and without relying upon any statements made by the Company or any of its representatives, agents or employees; and
- f) you have all requisite power and authority, and do not require the consent of any third party to accept our offer.

6. CONFIDENTIALITY:

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

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

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

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

- a) maintain in confidence all such Confidential Information and will not use such Confidential Information other than as necessary to carry out the purpose for which it was shared with you.
- b) not disclose, divulge, display, publish, or disseminate any such Confidential Information to any person except with the Company's prior written consent.
- c) treat all such Confidential Information with the same degree of care that you accord to your own confidential information, but in no case less than reasonable care.
- d) prevent the unauthorized use, dissemination or publication of such Confidential Information.
- e) not copy or reproduce any such Confidential Information except as is reasonably necessary for the purpose for which it was shared with you.
- f) not share such Confidential Information with any third party (specifically those persons who are in the same field of activities as that of the Company or are in direct or indirect competition to the Company).
- g) not use such Confidential Information in any way so as to procure any commercial advantage for yourself or for any third party or in a manner that is directly or indirectly detrimental to the Company.
- h) neither obtain nor claim any ownership interest in any knowledge or information obtained from such Confidential Information; and
- i) not use or attempt to use any such Confidential Information in any manner that may harm or cause loss or may be reasonably expected to harm or cause loss, whether directly or indirectly, to the Company, its affiliates or its customers.

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

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

- a) was in your possession before receiving the same from the Company pursuant to this Letter.
- b) is or becomes a matter of public knowledge through no fault of yours; or
- c) is rightfully received by you from a third party without a duty of confidentiality.

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

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

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

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

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

7. INTELLECTUAL PROPERTY:

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

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

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

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

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

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

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

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

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

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

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

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

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

8. CONFLICT OF INTEREST:

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

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

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

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

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

J. RETIREMENT/TERMINATION:

a.) Retirement

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

b.) Notice Period/Termination

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

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

- (ii) Notwithstanding anything to the contrary, the Company reserves the right to relieve you from services of the Company only upon your satisfactory handover of all the duties and responsibilities assigned to you (including but not limited to any knowledge transfer and serving the notice period conditions).
- (iii) Notwithstanding the aforesaid or anything else to the contrary, the Company may suspend, dismiss, discharge or terminate your employment with immediate effect by a notice in writing (without salary in lieu of notice), in the event of (i) fraudulent, dishonest or undisciplined conduct by you, (ii) you committing a breach of integrity, or embezzlement, or misappropriation or misuse or causing damage to the Company's asset/property, (iii) your insubordination or failure to comply with the directions given to you by persons so authorized, (iv) your insolvency or conviction for any offence involving moral turpitude, (v) your breach of any terms or conditions of this Letter or the Company's policies or other documents or directions of the Company, (vi) you going on or abetting a strike in contravention of any law for the time being in force, (vii) you conducting yourself in a manner which is regarded by the Company as prejudicial to its own interests or to the interests of its clients or (viii) misconduct by you as provided under the labor laws and/or in the Company policies.
- (iv) In the event of willful neglect or breach of any of the terms hereof or refusal on your part to carry out the lawful instructions of any authorized officer of the Company or being guilty of misconduct, the Company may terminate your employment forthwith without notice and with no obligation to pay you any compensation.
- (v) In case you absent yourself from duty continuously, without prior authorization, for ten (10) consecutive calendar days or more you shall be deemed to have left and relinquished the service on your own accord and such relinquishment of service shall be deemed as a repudiation of your employment. In such circumstances, the Company will have the discretion of (a) adjusting salary against the notice period of such abandonment and recover any outstanding dues towards payable to the Company; and (b) presume that you have voluntarily abandoned the services of the Company and strike off your name from the Company's payroll.

c.) Effects of Cessation of Employment

- (i) Upon cessation of your employment with the Company (whether by virtue of termination/resignation/retirement), you will immediately return to the Company all of the Company's Confidential Information, tools, assets, accessories, formulae, documents, specifications, books etc. in your custody, care of charge and obtain clearance certificate from the relevant person/office/department, on production of which alone your dues, if any, will be settled by the Company, failing which the Company reserves the right to adjust the dues against any amounts payable to you or separately claim the same from you or use available legal remedies to recover the assets or any other amount due to the Company.
- (ii) If any Letter of Authority or Power of Attorney is issued to you, you will undertake to return it on demand or immediately upon cessation of your employment with the Company.
- (iii) Upon cessation of your employment with the Company, the Company may require you to sign appropriate release terms without any additional compensation.

10. LIMITATION OF LIABILITY AND INDEMNITY:

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

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

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

11. MISCELLANEOUS:

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

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

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

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

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

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

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

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

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

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

CONSENT LETTER

For use of Personal Information & Sensitive Personal Data or Information

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

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

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

Name:

Signature:

Date:

ANNEXURE I (A)

Onboarding Documents

Please carry two set of photocopies along with the original documents for verification as mentioned below:

- I. **Academic qualification (highest qualification as applicable):**
 - X- AND XII-mark sheets
 - All semester mark sheets (highest qualification)
 - Provisional Certificate OR Convocation OR Degree certificate
 - If Applicable- Diploma/ Completion Certification(s) for specialized courses
- II. **Employment experience related documents:**
 - a. **Current Employer**
(Document mandatorily containing: Emp ID, Designation, Start Date of Employment, End Date of Employment)
 - Resignation acceptance letter OR Email confirmation from the HR OR Relieving Letter AND Experience Certificate
 - Pay slips for last 3 months
 - Letter of Appointment OR Offer Letter from the employer
 - b. **Previous Employer(s)**
 - Experience Certificate AND / OR Relieving certificate of all employments (ensure the above document specifies start date of your employment (s))
 - c. **Additional documents**
 - Form 16 - Part A only
 - Cancelled Cheque(in original)/Passbook(photocopy) -Cancelled cheque leaflet issued by Bank or the pages of passbook showing the Name of the Account Holder, Bank Name, Bank Branch and IFS code required as a pre-requisite mandate for registration on ESI portal.
 - Bank statement for last 3 months – [Please ensure to mask all other transaction details (whether debit or credit entries) except for salary transfer details of your last employer, such that only salary credits of previous employment are visible
Please note, should you provide any other additional document than the aforesaid, or provide bank statement without masking other transaction details, the Company shall not be held responsible for the same.]
- III. **Proof of Identity (Any two):**
 - PAN Card (Mandatory)
 - AADHAAR Card
 - Valid Passport - All pages
 - Driving License
 - Voters ID
- IV. **Passport size photograph – 4 copies (white background)**

ANNEXURE I (B)

Background Verification

Reference terms:

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

- Education Credentials (Bachelor's Degree/Post Graduate Degree etc.)
- Professional Experience & Employment(s) Credentials (5 Years of employment or Past 2 employers whichever is higher)

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

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

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

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

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

Form 16 - Part A only.

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

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

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

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

Court Verification Forms

- Court Record form

Note:

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

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

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

Important points to note:

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

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

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

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

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

Best Regards,
Team HR

The information contained in this message is proprietary and confidential. Copyright © 2013. All rights reserved by Capgemini.

January 29, 2021

Avinash Sai Karnam
Chennai

Offer of Employment

Dear Avinash Sai Karnam,

Congratulations!

Subsequent to your interest in seeking placement with our organization, we are pleased to offer you the position of **Software Engineer** at Foray Software Pvt Ltd. (hereinafter "Foray" or "Company") and the joining date would be on or before **01-February-2021**.

Your employment will be based at **Chennai**, however, based on the position's requirements, you may be required to work anywhere in India and this offer of employment will take effect from the date of your reporting. This offer is valid up to **01-February-2021** subject to your joining Foray on or before the given joining date.

Your Annual Compensation (CTC) is **INR 5,00,000 /- (Rupees Five Lakhs Only)** and the salary components are detailed in Annexure 1 and will be subjected to statutory deductions viz. TDS, ESIC, Provident Fund and Professional Tax as applicable.

Your compensation details are strictly confidential and you may discuss it only with the authorized personnel of HR in case of any clarification. It is our hope that your acceptance of this offer will be just the beginning of a mutually rewarding relationship.

Your employment with Foray Software Pvt Ltd will be governed by the following **terms and conditions**. You will also be governed by current Foray's rules, regulations, internal policies and practices which are subject to change from time to time.

1. Location of work

Your employment will be based in **CHENNAI** and the company reserves the right to Transfer your services to anywhere in India and Overseas or utilize your expertise to any of our projects based in India and Overseas. Relocation or Compensatory allowance applicable to a specific Project / location as per Company's policy will be paid to you.

2. Duties and Responsibilities

The Company reserves the right, at any time during your employment, with reasonable notice, to require you to undertake any reasonable, alternative duties which are within your capabilities. You shall not indulge actively/or cause any act likely to affect the discipline that is expected from every employee of this organization or associate with any such activity which may amount to an act subversive of discipline.



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

R. Murali
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology

Siddhartha Nagar, Narayanavanam, Resid.

11-12-5755-011

3. Notice Period / Termination

At the time of tendering resignation you shall be required to give **two months notice** in writing. Your services in the company shall be terminable by giving two months' notice or Basic salary in lieu thereof as per the discretion of the management. The company also has the right to dismiss you from our services without notice or compensation for any act of misconduct.

You shall at all times furnish true and correct information pertaining to your qualification, experience etc. If the information furnished by you in your resume and the documents submitted by you as stated in **Annexure 2** of this offer of employment is found to be incorrect at any point of time, your services will be terminated without any further notice.

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

4. Use of Company Resources

You shall be responsible for the safekeeping and in good condition and order of all Foray's and its client's property entrusted to your care and charge. You may use the company resources only for official purpose with utmost honesty and diligence.

5. Business Conduct

It is expected that employees appreciate the importance of proper behavior and appearance in business life and they ensure their dress, grooming and appearance are appropriate to professional business life. Your dress, grooming and appearance should reflect favorably upon other team members in the Company.

6. Sexual Harassment / Discrimination

You are required to familiarize yourself with Harassment policy and comply with it at all times. Any instances of harassment are regarded as serious issues and non-compliance may lead to disciplinary action being instigated against you as per Law of the Land. Offensive posters/ screen savers/ mails or magazines and books at the work place should be strictly avoided.

Every employee of Foray Software Pvt Ltd holding a senior and responsible position at Foray or its client's place shall take all possible steps to ensure a positive work environment free of any form of discrimination.

7. Policies

You will abide by all the rules, regulation and policies of the company. Foray Software Pvt Ltd reserves the right to amend such policies as needed.

You shall inform the company of your absence from work from time to time. If you are absent from work for four consecutive days without any permission/intimation to the client or HR personal or management, will be treated as **ABSCONDING** from company both Foray and its client's place. If you go on leave with permission but don't report to work as per the timelines and later don't intimate the extension of leave will also be treated as **ABSCONDING**



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

from company both Foray and its client's place. The company also has the right to initiate appropriate legal action applicable as per law for **ABSCONDING** from the company both Foray and its client's place.

You shall be following normal business hours as per the company policy. Some specified roles may also require shift working outside of normal working hours in order to fall into line with overseas working hours. While working on projects overseas working hours and notified holidays of the client location will apply.

You will also be subject to all standard Foray Data Protection and Network Security policies and either Foray or its customers may require you to sign a statement to such effect at any time.

8. Confidentiality and non-compete clause

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

You shall at all times keep the information that may come to your knowledge regarding company's plans, business affairs, operations etc confidential.

You shall be required to keep the information regarding "salary" being offered to you strictly confidential at all times. You shall not divulge any details pertaining to your salary to any friend/colleague or acquaintance either before/during or after the cessation of your employment with us. Divulging such information at any time may lead to either withdrawal of this offer letter or termination of your existing employment with us.

You agree not to employ, or solicit or seek to employ, any employee, Consultant, customer or associate of the Company during your employment and for a period of one year after your termination / resignation of employment from the company. Upon breach of this Section with respect to a particular employee, Consultants, customer or associate of the Company, you will be liable to pay liquidated damages.

During the term of this Agreement and for a period of 1 year thereafter, you shall not directly or indirectly approach or in any way assist or be involved with any partners and / or customers of Foray. You cannot directly approach any partners of Foray more particularly, whose work is being undertaken by you or supervised by you due to this employment agreement.

You shall not at any time discuss or disclose or forward Foray's or its client's business emails and data (like materials, technical aspects, codes, design documents, study material and any other content that is designed for either internal or external use) to your personal email IDs or to any other emails IDs and shall not publish any personal or confidential information about Foray or its clients in any public forums. The company also has the right to initiate appropriate legal action applicable as per law for infringement of confidentiality code.

9. Data Protection and Confidentiality

You may have access to personal and/or confidential information about the internal business affairs of Foray or its client's organization considered 'commercially sensitive'. It must only be used for the purpose(s) for which it has been authorized. Please read and sign **Annexure 3** for more details about Data Protection and Confidentiality Policy. Please note that in addition to what has been mentioned in this appointment letter, no other commitment is



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

being made by the company. This offer letter, together with the various documents referenced herein, represent the complete offer by the Company. If there is any element of our offer that you feel is unclear or not covered, please contact me at undersigned ahead of signing this document.

To ensure that you have a full understanding of the terms and conditions of your prospective employment with Foray and the benefits available to you there are a number of enclosures to this letter which we hope you will find interesting and informative and have agreed to abide by them in form and substance. On joining you will be able to access Company's Intranet site, which contains comprehensive information regarding all benefits, policies and procedures but, in the meantime, to answer any questions you may have, please do not hesitate to contact your respective People Partners in People Development Function.

At Foray, our long-term success depends on both the results we achieve and the way we make these results happen. We set high standards for our people, our products and our processes. Quality must set us apart. We set high standards of personal integrity and ethics in all our business ventures. We, at Foray, feel that you will make an invaluable addition to our team and it is with great enthusiasm that I hope you accept this offer of employment.

We take pleasure in welcoming you to our organization and look forward to a mutually beneficial association.

For Foray Software Pvt Ltd.




Murali Krishna Garapati
Manager - Human Resource

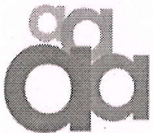
DECLARATION

I have read and understood the above terms and conditions of employment and am accepting the same.

Date:

Signature: _____

Name: **Avinash Sai Karnam**



Foray Software Pvt Ltd.

VV G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

Annexure 1

Particulars of Remuneration

FIXED COMPENSATION	Per Month	Per Annum
Basic	INR 16,667	INR 2,00,000
HRA	INR 6,667	INR 80,000
Conveyance	INR 1,600	INR 19,200
Special	INR 13,983	INR 1,67,800
EPF	INR 1,950	INR 23,400
Gratuity		INR 9,600
Total	INR 40,867	INR 5,00,000

For Foray Software Pvt Ltd

Employee:




Murali Krishna Garapati
Manager - Human Resource

Avinash Sai Karnam
Software Engineer



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

Annexure 2

Every employee as per the terms of Offer of Employment is requested to submit the following documents to our HR Personnel at the time of your reporting to duty at Foray Office.

1. Personal Data:

- a. Passport copy (along with all used pages)
- b. 3 Photographs (Passport size)
- c. Aadhar card copy
- d. PAN Card Copy
- e. Proof of present and permanent address (photocopy)
- f. Mark Sheets and Certificate of Class X & Class XII
- g. Graduation Certificate (all mark memos and certificates)
- h. Post-Graduation Certificate (all mark memos and certificates)
- i. Mark sheets and Certificates of Diploma(s)
- j. Mark sheets and Certificates of any training(s) attended
- k. Any other additional diplomas/certificates (Mark-sheets)

2. Previous Employment Record:

- a. Relieving Letter and Service / Experience Certificate from all previous employer(s)
- b. Copy of the resignation acceptance letter
- c. Salary slips/ certificate from all employers (min last 3 months)
- d. Form 16/ TDS certificate from all ex-employers (as required)
- e. Form 12B /Provisional Form 16 for the current financial year

For Foray Software Pvt Ltd

Employee:




Murali Krishna Garapati
Manager - Human Resource

Avinash Sai Karnam
Software Engineer



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

Annexure 3

Data Protection and Confidentiality Policy

Everyone who has access to any personal information held by or on behalf of the organization, should be fully aware of and abide by their duties and responsibilities under the Data Protection Act. The information must be handled and dealt with properly however it is collected, recorded and used, and must be done so in accordance with the safeguards set out within the policy and the Act. This applies to information recorded on paper, in computer records or recorded by any other means.

Everyone in the organization:

- Assume that information is confidential unless you know that it is intended to be made public by Foray or its clients, this includes passing information to another organization or person
- Exercise common sense and discretion in identifying whether information is expected to be confidential. In most cases information will not be explicitly stated as being confidential
- Avoid exchanging personal or confidential information or comments (eg: gossip) about individuals and organizations with which you have a professional relationship
- Avoid talking about organizations or individuals in social settings
- Not disclose to anyone, other than to colleagues, your manager, or the CEO, any information considered sensitive, personal, financial or private without the prior knowledge and consent of the individual or the organization concerned
- Share information sensitively if they need to discuss issues and seek advice with your Manager and/or CEO only
- Seek the consent of an individual or organization before discussing difficult situations with other colleagues to gain a wider perspective on how to approach a problem, unless it is beyond doubt that the organization would not object to this. Alternatively, a discussion may take place with names and identifying information anonymized. Where the situation may have legal implications for either the individual, organization or for Foray, you should have a confidential discussion with the CEO to ascertain the appropriate course of action and/or advice
- Not compromise or seek to evade security measures designed to protect personal data and/or confidential information
- Where we have a legal duty to disclose information, inform the person or organization with whom confidentiality is owed that disclosure has or will be made
- Note that your obligations to use and respect personal data and confidential information continues to apply even after you leave the organization

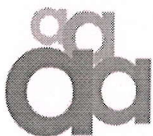
DECLARATION

I have read and understood the above Data Protection and Confidentiality Policy and am accepting the same.

Date:

Signature: _____

Name: **Avinash Sai Karnam**



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

Annexure 4

Deputation policy V 1.1

1. All Foray employees deputed at client place will follow and adhere to the guidelines of the client in respect to work, security policies.
2. All employees on return after Deputation will be required to update their profile and also submit a report on the deputation assignment and to be sent to hr@foraysoft.com
3. At the end of deputation or assignment at client place, you are requested to submit all belongings of the client to designated team. It may include ID cards, laptops, any records either in physical or in electronic form to concerned team. There may be more items that have been passed on to you while working on given assignment on day to day interaction. Please kindly note that client can terminate your assignment without any notice and you will have to inform Foray immediately on the same.
4. It is the sole responsibility of the employee to take care of his belongings and company property during the period of deputation. The organization will not take any responsibility in case of any theft / loss of company property during that period.
5. Any damages caused at client place due to mishandling and negligence will be recovered from the employee.
6. All employees on Deputation will be governed by Terms put forth by the client.
7. As an employee of Foray, it's your utmost responsibility to reach out Foray for any issue or concern you may have including grievances. You should bring it to hr@foraysoft.com and if not resolved in 5 working days, it can be forwarded to corporate@foraysoft.com
8. You agree to not to disclose salary in client premises and if found to be disclosed, appropriate action will be taken including termination of employment and legal action as per land of law.
9. Every employee should attend an exit interview either in person or over phone.
10. In any circumstance, if you desire to leave your position/assignment then its mandatory to intimate Foray about the same and not to client directly or indirectly. This information should be emailed to hr@foraysoft.com and concerned delivery team. You may refer below table for concerned delivery team and Escalation matrix.



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com

Issue Type	First Contact	Second Contact	Final Contact
HR	hr@foraysoft.com	shirisha.n@foraysoft.com / shiva.b@foraysoft.com / murali.garapati@foraysoft.com	corporate@foraysoft.com
Finance	finance@foraysoft.com	ashok@foraysoft.com / prasad.matta@foraysoft.com	corporate@foraysoft.com
Careers	hr@foraysoft.com	murali.garapati@foraysoft.com	corporate@foraysoft.com
Location Bangalore	uday.samba@foraysoft.com saikiran.narsimulu@foraysoft.com Adilakshmi.boyalla@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Location Pune	uday.samba@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Location Hyderabad	uday.samba@foraysoft.com saikiran.narsimulu@foraysoft.com Adilakshmi.boyalla@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Chennai	uday.samba@foraysoft.com saikiran.narsimulu@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Mumbai	uday.samba@foraysoft.com saikiran.narsimulu@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Delhi/Gurgaon	uday.samba@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com
Kolkata	uday.samba@foraysoft.com	kalpana.annu@foraysoft.com	corporate@foraysoft.com

11. If you are facing any BA related issue at client and not resolved kindly reach concern POC at Foray or RMG, the same can be escalated to corporate@foraysoft.com . You are requested not to write to anyone else at client without prior intimation to RMG or Foray POC. If this process is violated then it would attract disciplinary action as per company policy.

I have read and understood the above Deputation policy of employment and am accepting the same.

Date:

Signature: _____

Name: **Avinash Sai Karnam**



Foray Software Pvt Ltd.

V V G Elite, Plot No. 241, Block B, Sy. No's. 43/P, 44/P, 45, 46 & 48,
Kavuri Hills, Phase 2, Kavuri Hills, Madhapur, Hyderabad,
Telangana - 500033, Phone : 040 - 4851 3070 | www.foraysoft.com



October 29, 2020

M Saikrishnareddy
8/30, Alapakam
Chittoor
Andhra Pradesh-517591

Subject: Employment Offer Letter – Confidential

Dear Saikrishna

Congratulations! On behalf of **Jocata Financial Advisory & Technology Services Private Limited** ("Jocata" or the "Company"), it is our pleasure to offer you the position of **Trainee – Support Engineer**. This offer and the opportunity it represents is extended with great confidence in your abilities. You made a favorable impression with everyone you met, and we are excited with the prospect of you joining the Company.

Please note the key terms and conditions associated with this offer of employment:

1. You are expected to join us on **30 October 2020**. You should report for joining no later than **9:30 A.M.** on your joining date. We would expect you to let us know your acceptance of offer by **29 October 2020**, beyond which the offer would stand withdrawn unless a new date for offer acceptance is mutually agreed upon by us in writing.
2. Your all-inclusive compensation, on a cost to the company basis, is **INR 2,50,000/- Per Annum (Two Lakh Fifty Thousand Rupees Only)**, payable as a monthly salary less applicable taxes and deductions. Your compensation details are confidential, and you may discuss it only with the undersigned individual in case of any clarification. **Annexure 1 – Compensation CTC** provides a breakup and explanation of the components of your compensation
3. Your initial place of work will be **Hyderabad**. However, your services are transferable, and you may be transferred, to any location in India or abroad where the company or any one of its affiliates or clients conduct business, after reasonable notice. You may be transferred according to the exigences of work from one department/project/role (whether existing or which may be established in future) to another in the company, at the discretion of the management.
4. This offer of employment is based upon your representation of your ability to work for the Company without restriction (i.e. you do not have any non-compete obligations or other restrictive clauses with any previous employer)
5. You will be entitled for 24 days of leave annually which can be availed on pro-rata basis, in accordance with the Company's Leave Policy which may be amended from time to time. Leave should be taken with prior approval of your reporting authority. You are also entitled to the Public Holidays as notified by the company.
6. You will be on probation for a period of six months and would be confirmed upon successful completion of your probation based on your performance.
7. During the probationary period, either you or the Company may terminate your service by giving fifteen (15) days written notice or gross salary in lieu thereof. Upon confirmation, the notice period is two (2) months by either side or gross salary in lieu of notice period. The Company may at its sole discretion reject salary in lieu of notice and require you to serve your notice period in full to meet the business needs.
8. As part of the Jocata team, you will be governed by our code of conduct, which entails strict adherence to confidentiality and ethical norms. You will also be governed by the rules, regulations, guidelines, policies, and practices of the Company, which may be amended from time to time.
9. Your formal appointment letter will be given to you on the date of joining which will include all our terms and conditions of employment. On your date of joining, we will require that you sign the appointment letter, NDA, and complete other employment formalities. This offer of employment is also subject to your submission of documents as outlined in in the attached **Joining Documents Checklist, Annexure B**.
10. Your offer and appointment with the Company is subject to the following pre-conditions. The Company may rescind its offer or terminate you without notice if you fail to meet any of these conditions.

- A. You are legally permitted to work in India, and you maintain that status throughout your employment term.
- B. All the information and documentation furnished by you in your employment application or during the selection process is complete and correct.
- C. The company may at its discretion conduct background checks prior to or after your expected joining date to validate your identity through internal or external agencies. This may include your current/previous employment history, educational background, address provided by you, criminal check, and other background checks. Should any of the information provided by you, prove to be incorrect at any stage, whether prior to or after joining the organization, the offer and appointment will stand automatically rescinded without any benefits of the terms of employment or compensation accruing to you.
- D. You obtain a clear discharge and/or relieving letter from your most recent employer prior to your date of joining. If you are unable to provide a relieving letter from your most recent employer, the Company will require you to provide an acceptance of resignation letter signed by your previous employer. However, the relieving letter/service certificate should be submitted not later than 2 months.
- E. You are medically fit to carry out the duties expected of you by the Company.
- F. You are not indulging in any form of substance abuse.

We look forward to having you join the Company's team of outstanding professionals. Please feel free to reach us @ talentacquisition-team@jocata.com, should you have any queries.

To accept this offer letter, please sign below.

For Jocata Financial Advisory & Technology Services Private Limited

DocuSigned by:

3A766957228E4E9...

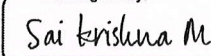
10/29/2020

Senior Manager – Talent Acquisition

ACCEPTANCE OF OFFER OF EMPLOYMENT

I have read and understood the contents of this Employment Offer Letter and its Annexures. I accept the offer with Jocata of my own free will and choice. **Please sign and date below.**

Please note that electronic signatures are legal and binding in India under Section 3 of the Information Technology Act 2000.

DocuSigned by:

8541FDFC428E4CA...

Sign _____


Date: 10/29/2020

ANNEXURE 1 – COMPENSATION CTC

CTC Components	Rs. (Monthly)	Rs. (Annual)	Deductions	Rs. (Monthly)	Rs. (Annual)
Basic salary	8,333	1,00,000	EPF (Employee Contribution)	1,000	12,000
House Rent Allowance	3,333	40,000	ESI (Employee Contribution)	144	1,729
Transport Allowance	1,333	16,000	Profession Tax	150	1,800
Medical Reimbursement	1,042	12,500	Income Tax (Depends upon personal tax declaration)	0	0
Leave Travel Allowances	833	10,000	Group Insurance (Self)	0	0
Various Allowances	4,334	52,008			
Gross Salary (A)	19,209	2,30,508	Total Deductions (B)	1,294	15,529
Add : EPF- Employer contribution	1,000	12,000			
Add : ESI - Employer Deduction	624	7,492			
Total CTC:	20,833	2,50,000	Net Salary (A-B)	17,915	2,14,980

Please Note:

1. **Gratuity:** Will be as per Company policy and as per applicable regulations, from time to time and payable only on completion of 5 years of employment with the Company.
2. **Compensation** will be subject to Tax Deduction at Source (TDS) as per applicable tax laws. Any exemption to be claimed in respect of the House Rent allowance, Leave Travel Allowance and other savings would be subject to production of the documents/evidence as required in a timely manner.

DocuSigned by:

8541FDFC426E4CA...

JOINING DOCUMENTS CHECKLIST

JOINING DOCUMENTS CHECKLIST			
Congratulations and welcome to Jocata!			
On your date of joining please carry a photocopy of the documents listed below and the original documents, where indicated, for verification.			
EDUCATION			
	Original Require d	Receiv ed by Jocata	Remarks
10th Standard certificate	Y		
12th Standard certificate	Y		
Degree/Diploma/Highest qualification certificate	Y		
Any other relevant education/training certificates	Y		
EMPLOYMENT			
<u>Most Recent Employer</u>			
Relieving Letter / Accepted Resignation Letter	Y		
Experience Certificate	Y		
Pay slips for last 6 months	Y		
Form No. 16 for the current financial year	Y		
Bank Statements of salary account for past 6 months	Y		
<u>All Previous Employers</u>			
Experience Certificate			
<i>If unavailable, you must provide evidence to confirm the date of joining <u>and</u> relieving. Evidence may include Offer Letter and/or Appointment Letter and Relieving Letter.</i>	Y		
GENERAL			
4 passport size color photographs – on white background	Y		
Aadhar card	Y		
PAN card	Y		
Passport, if available, or Driver's License	Y		
Proof of name change, if applicable	Y		
Blood group information (no document required)			

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L741400L1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4883030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

OFFER & APPOINTMENT LETTER

Offer Release Date: March 3, 2021

VINOD KUMAR N
HYDERABAD
HYDERABAD
HYDERABAD, Telangana

Dear VINOD KUMAR N,

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 HCL Technologies Ltd. (herein referred as "HCL" or "Company") we are pleased to inform you that you have been selected for employment in our organization as **Software Engineer**.

In the coming year, keep aspiring for change and be known for your thoughts and your work; be the catalyst that this fast changing world needs; keep sharpening your skills and investing in yourself; and last but not the least – keep your work and life in perfect balance, because that is the prerequisite for success.

We take this opportunity to thank & appreciate your decision to join HCL. You are requested to join us on or before **March 15, 2021**.

You will be on probation for a period of **12 months** from the date of your joining. Your compensation would be as outlined in a separate document "**Salary Structure**". The general terms and conditions governing your employment are outlined in **Annexure II**.

On the date of joining, you would be required to furnish photocopies of the original documents and other listed information in **Annexure III**. Please note that the submission of all the documents is mandatory to facilitate joining, background verification / validation and appointment process at HCL. **Annexure I** provides details on the various compensation components and selected benefits that we offer you as a part of the HCL family.

As confirmation of your acceptance, please sign the duplicate copy of this Offer cum Appointment Letter and Annexure and submit the same within 7 days to at the address given below:

Recruiter: Chaithra J

Recruiter Address: HCL Technologies, SEZ hub, DadaMastan Layout, Karle Tech Park, Nagavara, 1, Veeranapalya, Karle Town, Bengaluru, Karnataka 560024

This offer will be valid subject to successful clearance of your pre-employment background verification check conducted by HCL. Your written consent and requisite copies of documents is necessary to complete the pre-employment check. You are requested to complete the submission of requisite documents for pre-employment background check within two business days from the date of acceptance of our offer of employment. Your cooperation is solicited in this regard to enable us complete the necessary pre-employment check on time and enable you on-board us.

SIGNATURE OF EMPLOYEE:

HCL

R. Murat
PLACEMENT OFFICER

Siddhartha Institute of Engineering & Technology
Siddhartha Nagar
BUTTER
Road.
A.P.I

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

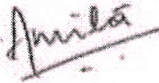
www.hcltech.com

www.hcl.com

Any change in the date of joining needs to be communicated to the concerned recruiter at least one week in advance.

Looking ahead, we see exciting times – we look up to you to provide impetus in accomplishing our mutual endeavor of being the best in the business of IT Services. Welcome to our Organization! We look forward to a mutually fruitful association.

For **HCL Technologies Ltd.,**



Amrita Das

Vice President, Head-Global Rewards

SIGNATURE OF EMPLOYEE:

HCL

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

T +91 120 6125000 F +91 120 4683030

Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

www.hcltech.com

www.hcl.com

ANNEXURE I

EXPLANATION OF COMPENSATION STRUCTURE AND EMPLOYEE BENEFITS

To facilitate an easy understanding of your compensation structure (Cost to Company, CTC), the various components have been categorized under the following broad heads:

- ✦ Basic Salary
- ✦ Monthly Allowances
- ✦ Variable Pay
- ✦ Retirals & Insurances Benefit

The details for each component falling under these heads are explained as following:

BASIC SALARY

The Basic Salary is standard across organization and brought to a certain value of the CTC. Basic salary has an impact on various other components such as the PF contribution, medical insurance cover, Gratuity, HRA etc. and hence has to be balanced so as not to substantially reduce the employee's take home salary.

MONTHLY ALLOWANCES

- **House Rent Allowance (HRA):** The HRA is payable maximum Up to 100% of the Basic Salary and paid monthly. This includes the Company Leased Accommodation value. For those who are not staying in a rented accommodation, can declare the same in the system post joining and this amount would be paid as taxable component.
- **Holiday Allowance:** Holiday Allowance is payable maximum up to INR 50,000 spread over 12 months.
- **Advance Statutory Bonus:** Applicable where monthly gross does not exceed INR 21,000 (excluding variable component) as per the Payment of Bonus Act.
- **Food Wallet:** Food Wallet is a voluntary benefit and is applicable for payments related to food and non- alcoholic beverages only. Once enrolled, the benefit should be availed within HCL Cafeterias or food joints outside HCL campus which serves only food and non-alcoholic beverages. This Food Wallet cannot be used in any other outlet other than designated food outlet.
- **Compensatory Allowance:** Compensatory Allowance is a buffer component that adjusts the amount of CTC against all other fixed components.
- **VARIABLE PAY**

The scope of "Variable Pay" in your compensation structure will be governed based on your "employee group" in HCL.